

City of *OVILLA* City Council

Kimberly Case, Place One
Dean Oberg, Place Two

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

David Griffin, Place Three
Brad Piland, Place Five

Monday, February 13, 2023

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

Council Chamber Room

AGENDA

NOTICE is hereby given of a Regular Meeting of the City Council of the City of Ovilla, to be held on **Monday, February 13, 2023**, 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 Hunt
- U.S. Pledge of Allegiance and TX Pledge led by PL3 Griffin

II. COMMENTS, PRESENTATIONS, ANNOUNCEMENTS, PROCLAMATIONS

- Annual Service League Spaghetti Dinner February 17
- Annual Clean Up Day April 22 and Hazardous Waste April 29
- African American Month Proclamation
- Introduction of City Manager David Henley
- Introduction of Finance Director Edward Scott

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 January 9, 2023
- C3. Minutes of the Special Council Meeting January 20, 2023
- C4. Minutes of the Special Council Meeting January 30, 2023
- C5. Minutes of the Special Board of Adjustment Meeting January 9, 2023
- C6. Quarterly Investment Report October through December 2022
- C7. Annual Review and acceptance of Investment Policy

V. REGULAR AGENDA

ITEM 1. DISCUSSION– Discussion of the Texas Law Enforcement Agency (Ovilla) Racial Profiling Report Submitted to TCOLE by Chief of Police Joey Bennett.

ITEM 2. DISCUSSION/ACTION – Consideration of and action on Ordinance 2023-05 an Ordinance of the City of Ovilla, Texas, repealing and replacing ordinance no 2022-11, codified as Chapter 14 (Zoning), Article 5 (Administration), Section 45 (Zoning Board of Adjustment) of the Code of

City of OVILLA City Council

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Ordinances of the City of Ovilla; providing for a Board of Adjustment; providing a savings clause; providing a severance clause; and setting an effective date.

ITEM 3. **DISCUSSION/ACTION** –Consideration of and action on appointing a Zoning Board of Adjustment.

ITEM 4. **DISCUSSION/ACTION** - Consideration of and action on Resolution No. 2023-01 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.

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

VI. RECEIVE DEPARTMENTAL REPORTS – NO ACTION OR DISCUSSION

• Departmental Reports

- Police Department
- Fire Department
- Public Works Department
- Finance Department
- Administration

Police Chief J. Bennett
Fire Chief B. Kennedy
Public Works Director J. Kuykendall
Finance Director E. Scott
City Manager D. Henley
City Secretary B. Taylor

VII. 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).

VIII. ANY ACTION NECESSARY OR APPROPRIATE AS A RESULT OF THE CLOSED EXECUTIVE SESSION.

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

X. ADJOURNMENT

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF February 13, 2023, Regular City Council Agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, www.cityofovilla.org, on the 10th day of February 2023, prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code. A quorum of the governmental body will be physically present at the location noticed above. Pursuant to Tex. Gov't Code 551.127, one or more members of the governing body may appear via videoconference call.


Bobbie Jo Taylor, City Secretary

DATE OF POSTING:
DATE TAKEN DOWN:

2/10/23
TIME: 8:45 am/pm
TIME: am/pm



This facility is ADA compliant. If you plan to attend this public meeting and have a disability that requires special arrangements, please call 972-617-7262 at least 48 hours in advance. Reasonable accommodation will be made to assist your needs. PLEASE SILENCE ALL CELL PHONES & OTHER ELECTRONIC EQUIPMENT WHILE THE CITY COUNCIL MEETING IS IN SESSION.

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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.

02-13-2023

Consent Items C1-C7

To
Honorable Mayor
and Council

From
Staff

CC
Applicable
Departments

- C1. Financial Transactions over \$5000
- C2. Minutes of the Regular Council Meeting January 9, 2023
- C3. Minutes of the Special Council Meeting January 20, 2023
- C4. Minutes of the Special Council Meeting January 30, 2023
- C5. Minutes of the Special Board of Adjustment Meeting January 9, 2023
- C6. Quarterly Investment Report October through December 2022
- C7. Annual Review and acceptance of Investment Policy

BACKGROUND AND JUSTIFICATION:

C1: Financial Transactions over \$5000

STAFF RECOMMENDATION: Staff recommends approval

C2: Minutes of the Regular Council Meeting January 9, 2023

STAFF RECOMMENDATION: Staff recommends approval.

C3: Minutes of the Special Council Meeting January 20, 2023

STAFF RECOMMENDATION: Staff recommends approval.

C4: Minutes of the Special Council Meeting January 30, 2023

STAFF RECOMMENDATION: Staff recommends approval

C5. Minutes of the Special Board of Adjustment Meeting January 9, 2023

STAFF RECOMMENDATION: Staff recommends approval

C6. Quarterly Investment Report October through December 2022

STAFF RECOMMENDATION: Staff recommends approval

C7. Annual Review and acceptance of Investment Policy

STAFF RECOMMENDATION: Staff recommends approval as no changes or updates are being made to the policy at this time.

City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road
Ovilla, Texas 75154

www.cityofovilla.org





Date: February 13, 2023

To: Honorable Mayor and Council Members

**Subject: Transactions over \$5,000 From
October 1, 2022, thru
December 31, 2022**

From:

Ed Scott – Finance Director

City of Ovilla
Transaction Detail Report
10/1/2021 - 12/31/2022

2/3/2023 3:51 PM

100 - General Fund

Account 100-2311000

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/14/2022	10/14/2022	AP Invoice	TMRS-Employer 10/8/2022	T. M. R. S.	PY10142022		5,672.76	0.00	(5,673.00)
10/26/2022	10/26/2022	AP Invoice	TMRS-Employer 10/22/2022	T. M. R. S.	PY10282022		5,672.37	0.00	(11,345.37)
11/9/2022	11/9/2022	AP Invoice	TMRS-Employer 11/5/2022	T. M. R. S.	PY11102022		5,773.30	0.00	(17,118.67)
11/22/2022	11/22/2022	AP Invoice	TMRS-Employer 11/19/2022	T. M. R. S.	PY11232022		5,925.59	0.00	(23,044.26)
12/7/2022	12/7/2022	AP Invoice	TMRS-Employer 12/3/2022	T. M. R. S.	PY1292022		6,033.59	0.00	(29,077.85)
12/21/2022	12/21/2022	AP Invoice	TMRS-Employer 12/17/2022	T. M. R. S.	PY12222022		5,720.64	0.00	(34,798.49)
Total							34,798.25	0.00	

100 - General Fund

Account 100-2311500

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/14/2022	10/14/2022	AP Invoice	Federal Withholding 10/8/2022	Internal Revenue Service	PY10142022		5,899.93	0.00	(5,899.83)
10/26/2022	10/26/2022	AP Invoice	Federal Withholding 10/22/2022	Internal Revenue Service	PY10282022		6,028.06	0.00	(11,927.89)
11/9/2022	11/9/2022	AP Invoice	Federal Withholding 11/5/2022	Internal Revenue Service	PY11102022		5,954.56	0.00	(17,882.45)
11/22/2022	11/22/2022	AP Invoice	Federal Withholding 11/19/2022	Internal Revenue Service	PY11232022		6,202.38	0.00	(24,084.83)
12/7/2022	12/7/2022	AP Invoice	Federal Withholding 12/3/2022	Internal Revenue Service	PY1292022		6,824.87	0.00	(30,909.70)
12/21/2022	12/21/2022	AP Invoice	Federal Withholding 12/17/2022	Internal Revenue Service	PY12222022		6,114.15	0.00	(37,023.85)
Total							37,023.95	0.00	

100 - General Fund

Account 100-2312150

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/14/2022	10/14/2022	AP Invoice	ER PD UHC 10/8/2022	United Health Care	PY10142022		12,386.42	0.00	(12,386.42)
11/9/2022	11/9/2022	AP Invoice	ER PD UHC 11/5/2022	United Health Care	PY11102022		12,386.42	0.00	(24,772.84)
12/7/2022	12/7/2022	AP Invoice	ER PD UHC 12/3/2022	United Health Care	PY1292022		11,742.97	0.00	(36,515.81)
Total							36,515.81	0.00	

100 - General Fund

Account 100-10-52220

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
11/10/2022	11/10/2022	AP Invoice	1ST QUARTER PAYMENT ON 2023 EAD BUDGET ALLOCATION	Ellis Central Appraisal District	2023-28-01	053544	6,100.84	0.00	6,100.84
Total							6,100.84	0.00	

100 - General Fund

Account 100-10-55240

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
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10/6/2022	10/6/2022	AP Invoice	CLEARGOV BUDGET SOFTWARE	ClearGov Inc.	2022-12305	053411	16,500.00	0.00	16,500.00
Total							16,500.00	0.00	

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

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/14/2022	10/14/2022	AP Invoice	CONTRACT 5016	TEXAS MUNICIPAL LEAGUE IRP	5016 10/01/22	053453	13,943.73	0.00	13,943.73
Total							13,943.73	0.00	

100 - General Fund **Account 100-16-55450**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/2/2022	12/2/2022	AP Invoice	ELECTRIC BILL	Gexa Energy LP	33333155-4	053583	5,443.73	0.00	5,443.73
12/29/2022	12/29/2022	AP Invoice	ELECTRIC BILL	Gexa Energy LP	33367263-4	053700	5,311.72	0.00	10,755.45
Total							10,755.45	0.00	

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

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/14/2022	10/14/2022	AP Invoice	CONTRACT 5016	TEXAS MUNICIPAL LEAGUE IRP	5016 10/01/22	053453	5,941.93	0.00	5,941.93
Total							5,941.93	0.00	

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

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/2/2022	12/2/2022	AP Invoice	2ND ANNUAL PAYMENT TO PAY 10% OF THE RIGHT OF WAY FEES TO WIDEN 664	Texas Department of Transportation	RCSJ-1051-01-05	053600	52,718.56	0.00	52,718.56
Total							52,718.56	0.00	

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

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/2/2022	12/2/2022	AP Invoice	SRRG/SRT MEMBERSHIP FEE	Waxahachie Police Department	6317-010	053604	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
10/14/2022	10/14/2022	AP Invoice	CRIMES ANNUAL LICENSE FEE	Sam Houston State University	100122	053450	18,000.00	0.00	18,000.00
Total							18,000.00	0.00	

100 - General Fund **Account 100-30-52137**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/27/2022	10/27/2022	AP Invoice	TESRS- REVOCATION OF PARTICIPATION IN TESRS	TEXAS EMERGENCY SERVICES RETIREMENT	102622	053497	7,500.00	0.00	7,500.00
Total							7,500.00	0.00	

100 - General Fund**Account 100-30-56445**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/16/2022	12/16/2022	AP Invoice	FACEMASK EQUIPMENT	Metro Fire Apparatus Specialists, Inc.	186991-1	053647	8,424.00	0.00	8,424.00
Total							8,424.00	0.00	

100 - General Fund**Account 100-40-55240**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/20/2022	10/20/2022	AP Invoice	ANNUAL SUBSCRIPTIONS	Gov Pilot	2021-1171	053473	7,500.00	0.00	7,500.00
Total							7,500.00	0.00	

100 - General Fund**Account 100-45-55465**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/2/2022	12/2/2022	AP Invoice	TRASH/RECYCLING SERVICES	Community Waste Disposal	1348105	053577	28,107.58	0.00	28,107.58
12/16/2022	12/16/2022	AP Invoice	DISPOSAL SERVICES	Community Waste Disposal	1357287	053638	28,173.58	0.00	56,281.16
Total							56,281.16	0.00	

200 - Water And Utilities Fund**Account 200-75-52350**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/2/2022	12/2/2022	AP Invoice	REPAIRS TO ALTITUDE VALVE AT OVILLA PUMP STATION	Griswold Industries	856238	053584	5,923.00	0.00	5,923.00
Total							5,923.00	0.00	

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

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/20/2022	10/20/2022	AP Invoice	UTILITIES AND SERVICES	City of Dallas	050302539635	053467	44,602.14	0.00	44,602.14
12/22/2022	12/22/2022	AP Invoice	WATER UTILITIES AND SERVICES	City of Dallas	050302570964	053671	94,007.56	0.00	138,609.70
Total							138,609.70	0.00	

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

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/20/2022	10/20/2022	AP Invoice	NOVEMBER BILLING	Trinity River Authority of Texas	BH 1687	053480	36,996.00	0.00	36,996.00
12/8/2022	12/8/2022	AP Invoice	OPERATION, MAINTENANCE, & DEBT SERVICE	Trinity River Authority of Texas	BH 1693	053631	38,960.00	0.00	75,956.00
12/16/2022	12/16/2022	AP Invoice	OPERATION, MAINTENANCE, & DEBT SERVICE	Trinity River Authority of Texas	BH 1699	053659	38,960.00	0.00	114,916.00
Total							114,916.00	0.00	

600 - 4B Economic Development Fund**Account 600-10-8109219**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
10/20/2022	10/20/2022	AP Invoice	50% Down Pmt. on Marquee sign for City Hall	Datatronc Control Inc.	P-3154-1	1063	24,390.25	0.00	24,390.25

Total	<u>24,390.25</u>	<u>0.00</u>
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600 - 4B Economic Development Fund

Account 600-10-8109222

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/2/2022	12/2/2022	AP Invoice	THE GREENERY- 4X4 STONE CHOPPED FOR WALKWAY	Citi Cards	111822B	1068	6,500.00	0.00	6,500.00
Total							<u>6,500.00</u>	<u>0.00</u>	

CITY OF OVILLA MINUTES
Monday, January 9, 2023
Regular City Council Meeting
105 S. Cockrell Hill Road, Ovilla, TX 75154

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:

Kimberly Case	Council Member, Place 1
Dean Oberg	Council Member, Place 2
David Griffin	Council Member, Place 3
Doug Hunt	Mayor Pro Tem, Place 4
Brad Piland	Council Member, Place 5

Mayor Dormier noted that the above members of the council were in attendance thus constituting a quorum. The city manager, city secretary, department directors, and various staff were also present.

CALL TO ORDER:

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

ANNOUNCEMENTS, PROCLAMATIONS, PRESENTATIONS, COMMENTS:

- *Annual Service League Spaghetti Dinner*

CITIZEN COMMENTS:

- Marion Hostetler, 109 Oakwood Lane, spoke to the council and gave praises to the Police Department for treating residents with respect and dignity.

CONSENT AGENDA:

- C1.** Financial Transactions over \$5000
- C2.** Minutes of the Special Council Meeting December 1, 2022
- C3.** Minutes of the Regular Council Meeting December 12, 2022
- C4.** Ordinance 2023-01 Amending Garbage Collection Fees

Mayor Pro Tem Hunt motioned to approve all consent agenda items.

Seconded by PL5 Piland.

No oppositions, no abstentions.

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

Richard Dormier, Mayor
Kimberly Case, Place One
Dean Oberg, Place Two

Doug Hunt, Place Four
David Griffin, Place Three
Brad Piland, Place Five

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. 6:38 p.m.

ES ITEM 1. DISCUSSION/ACTION – 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 Manager

B. Adjourn from the executive session and reconvene into the open meeting. 8:13 p.m.

ANY ACTION NECESSARY OR APPROPRIATE AS A RESULT OF THE CLOSED EXECUTIVE SESSION:

PL1 Case made a motion to direct staff to draft a conditional offer of employment for the position of City Manager to Mr. David Henley.

PL2 Oberg seconded the motion.

No oppositions, no abstentions.

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

REGULAR AGENDA:

ITEM 1. DISCUSSION/ACTION – Consideration of and action on providing staff with a directive to solicit grant administration services for the American Rescue Plan Act.

Mayor Dormier explained that as requested at the previous city council meeting staff has brought back the possibility of hiring a firm to provide Ovilla with Grant Administration Services for the expenditures of the American Rescue Act. Staff advised that if the council elects to pursue a Grant Administrator a Request for Proposal will be drafted by staff and distributed to agencies as required by law.

Chief Kennedy advised the council that he has not heard back from the treasury department regarding the use of the funding. Chief Kennedy stated that the paperwork would be no different from any other grant that the city has administered in the past however, a grant manager would be a welcome asset to ensure that the funds are being allocated correctly.

PL2 Oberg made a motion to direct staff to solicit grant administration services for the American Rescue Plan Act.

Mayor Pro Tem Hunt seconded the motion.

*Richard Dormier, Mayor
Kimberly Case, Place One
Dean Oberg, Place Two*

2

*Doug Hunt, Place Four
David Griffin, Place Three
Brad Piland, Place Five*

No oppositions, no abstentions.

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

ITEM 2. DISCUSSION/ACTION – Consideration of and action on providing staff with a directive to prepare and publish a Request for Qualifications for engineering services in relation to the FM 664 widening project requiring the relocation of city utilities.

City staff explained that the request for qualification for engineering services would follow the award of the grant administration services.

Mayor Pro Tem Hunt motioned to approve a directive to allow staff to prepare and publish a Request for Qualifications for engineering services in relation to the FM 664 widening project requiring the relocation of city utilities.

PL5 Piland 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 Ordinance 2023-02 an ordinance of the City Council of the City of Ovilla, Texas, authorizing a general election to be held on May 06, 2023, for the purpose of electing a mayor and two council members, (places 2 & 4) for expired terms by the qualified voters of Ovilla; establishing procedures for the election; providing for other matters incident and related to the election; providing for publication; providing a severability clause; and providing an effective date.

Mayor Dormier stated that he was disappointed that election-day voting would not be held at city hall. City Secretary, Bobbie Jo Taylor, advised that she has been in contact with Ellis County to hopefully secure city hall as a voting facility on election day.

Mayor Pro Tem Hunt motioned to approve Ordinance 2023-02 an Ordinance of the City Council of the City of Ovilla, Texas, authorizing a general election to be held on May 06, 2023, for the purpose of electing a mayor and two council members, (places 2 & 4) for expired terms by the qualified voters of Ovilla; establishing procedures for the election; providing for other matters incident and related to the election; providing for publication; providing a severability clause; and providing an effective date.

PL5 Piland seconded the motion.

No oppositions, no abstentions.

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

ITEM 4. DISCUSSION/ACTION – Consideration of and action on Ordinance 2023-03 an ordinance of the City Council of the City of Ovilla, Texas, calling for a special election to be held on May 6, 2023, to determine whether the voters desire the continuation of a sales and use tax at the rate of one-quarter of one percent (1/4%) to provide revenue for the maintenance and repair of existing municipal streets; establishing procedures for the election; providing for other matters incident and related to the election; providing a severability clause; and providing an effective date.

City Staff advised that Ovilla Citizens approved a local sales and use tax in November of 2007 for the maintenance and repair of municipal streets. Staff stated that this requires a special election every four years. As the previous election was held and approved in May 2019 the city is required to order a special election in May of 2023 to reauthorize the local sales and use tax.

PL1 Case motioned to approve Ordinance 2023-03 an Ordinance of the City Council of the City of Ovilla, Texas, calling for a special election to be held on May 6, 2023, to determine whether the voters desire the continuation of a sales and use tax at the rate of one-quarter of one percent (1/4%) to provide revenue for the maintenance and repair of existing municipal streets; establishing procedures for the election; providing for other matters incident and related to the election; providing a severability clause; and providing an effective date.

Mayor Pro Tem Hunt seconded the motion.

No oppositions, no abstentions.

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

ITEM 5. DISCUSSION/ACTION – Consideration of and action of the ballot for the election of eight members to the Texas Coalition for Affordable Power (TCAP) Board of Directors for the 2023-2024 term of office.

PL2 Oberg motioned to direct the City Secretary to complete a ballot to be submitted to the Texas Coalition for Affordable Power (TCAP) for the Board of Directors for the 2023-2024 term of office to include the following candidates: Carey D. Neal, Clifford Howard, Gilbert Reyna, Chris Steubing, William Linn, Clayton Fulton, Mark Dempsey, and Michael Marrero.

Mayor Pro Tem Hunt seconded the motion.

No oppositions, no abstentions.

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

ITEM 6. DISCUSSION/ACTION – Consideration of and action on a proposal for temporary Financial Reporting and Assistance during the transition period of the Finance Director.

City Manager Woodall advised that upon the retirement of Finance Director Sharon Jungman the new finance director may need support in the role. Ms. Woodall requested that the council allow staff to have temporary support in place if needed which would be provided by Fundview at the rate of \$35.00 per hour.

PL3 Griffin motioned to approve a proposal for temporary Financial Reporting and Assistance during the transition period of the Finance Director.

Mayor Pro Tem Hunt seconded the motion.

No oppositions, no abstentions.

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

ITEM 7. DISCUSSION/ACTION – Consideration of and action on Ordinance 2023-04 an Ordinance of the City of Ovilla, Texas, amending Appendix “A”, Section A2.000 (miscellaneous fees), of the Code of Ordinances of the City of Ovilla; establishing park facility use fees; providing a savings clause; providing

Richard Dormier, Mayor
Kimberly Case, Place One
Dean Oberg, Place Two

4

Doug Hunt, Place Four
David Griffin, Place Three
Brad Piland, Place Five

a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.

Staff presented Ordinance 2023-04 to the council explaining that the ordinance would put fees in place for use of the ball fields located behind the municipal complex on Cockrell Hill Rd. Staff noted that a maintenance agreement had been requested in the past between the city and the baseball association however, no agreement is currently in place.

PL2 Oberg motioned to approve Ordinance 2023-04 an Ordinance of the City of Ovilla, Texas, amending Appendix "A", Section A2.000 (miscellaneous fees), of the Code of Ordinances of the City of Ovilla; establishing park facility use fees and to include a deposit to be established by the Parks Department.

PL1 Case seconded the motion.
No oppositions, no abstentions.

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

ITEM 8. DISCUSSION/ACTION – Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.

No items were pulled from the Consent Agenda.

RECEIVE DEPARTMENTAL REPORTS – NO ACTION OR DISCUSSION

- | | |
|---------------------------|---|
| • Departmental Reports | |
| • Police Department | Police Chief J. Bennett |
| • Fire Department | Fire Chief B. Kennedy |
| • Public Works Department | Public Works Director J. Kuykendall |
| • Finance Department | Finance Director S. Jungman |
| • Administration | City Manager P. Woodall
City Secretary B. Taylor |

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

PL3 Griffin requested that City Manager, Pam Woodall, be placed on the next agenda to discuss part-time opportunities.

ADJOURNMENT:

PL1 Oberg made a motion to adjourn.

Mayor Pro Tem Hunt seconded the motion.
There being no further business, Mayor Dormier adjourned the meeting at 9:03 p.m.
No oppositions, no abstentions.

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

Richard Dormier, Mayor

ATTEST:

Bobbie Jo Taylor, City Secretary

APPROVED: February 13, 2023

*Richard Dormier, Mayor
Kimberly Case, Place One
Dean Oberg, Place Two*

*Doug Hunt, Place Four
David Griffin, Place Three
Brad Piland, Place Five*

CITY OF OVILLA MINUTES
Friday, January 20, 2023
Regular City Council Meeting
105 S. Cockrell Hill Road, Ovilla, TX 75154

Mayor Dormier called the Council Meeting of the Ovilla City Council to order at 5:05 PM, in the Ovilla Council Chamber Room, 105 S. Cockrell Hill Road Ovilla TX 75154, with notice of the meeting duly posted.

The following City Council Members were present:

Kimberly Case	Council Member, Place 1
Dean Oberg	Council Member, Place 2
David Griffin	Council Member, Place 3
Doug Hunt	Mayor Pro Tem, Place 4
Brad Piland	Council Member, Place 5

Mayor Dormier noted that the above members of the council were in attendance thus constituting a quorum. The city manager and city secretary were also present.

CALL TO ORDER:

PL1 Case gave the invocation and PL2 Oberg led the reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

CITIZEN COMMENTS:

None

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. 5:06 p.m.

ES ITEM 1. DISCUSSION/ACTION – 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 Manager

B. Adjourn from the executive session and reconvene into the open meeting. 5:36 p.m.

Richard Dormier, Mayor
Kimberly Case, Place One
Dean Oberg, Place Two

1

Doug Hunt, Place Four
David Griffin, Place Three
Brad Piland, Place Five

ANY ACTION NECESSARY OR APPROPRIATE AS A RESULT OF THE CLOSED EXECUTIVE SESSION:

PL3 Griffin motioned to approve a new temporary staffing position, Assistant to the City Manager's Office, which will report to the mayor with an effective date of February 1, 2023.

PL2 Oberg seconded the motion.

PL5 Piland opposed, no abstentions.

VOTE: The motion to approve carried: 4-1

ADJOURNMENT:

PL1 Oberg made a motion to adjourn.

Mayor Pro Tem Hunt seconded the motion.

There being no further business, Mayor Dormier adjourned the meeting at 5:37 p.m.

No oppositions, no abstentions.

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

Richard Dormier, Mayor

ATTEST:

Bobbie Jo Taylor, City Secretary

APPROVED: February 13, 2023

*Richard Dormier, Mayor
Kimberly Case, Place One
Dean Oberg, Place Two*

*Doug Hunt, Place Four
David Griffin, Place Three
Brad Piland, Place Five*

CITY OF OVILLA MINUTES
Monday, January 30, 2023
Regular City Council Meeting
105 S. Cockrell Hill Road, Ovilla, TX 75154

Mayor Dormier called the Council Meeting of the Ovilla City Council to order at 4:30 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:

Kimberly Case	Council Member, Place 1
Dean Oberg	Council Member, Place 2
David Griffin	Council Member, Place 3
Doug Hunt	Mayor Pro Tem, Place 4
Brad Piland	Council Member, Place 5

Mayor Dormier noted that the above members of the council were in attendance thus constituting a quorum. The city manager and city secretary were also present.

CALL TO ORDER:

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

CITIZEN COMMENTS:

None

REGULAR AGENDA

ITEM 1. DISCUSSION/ACTION - Consideration of and action on Ordinance 2023-04 an ordinance of the City of Ovilla, Texas, amending Appendix "A", Section A2.000 (miscellaneous fees), of the Code Of Ordinances of the City of Ovilla; establishing park facility use fees; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.

City Manager Pam Woodall advised the council that the proposed ordinance had been brought back for city council approval after a directive from the council to have a damage deposit placed into the ordinance.

Mayor Pro Tem Hunt motioned to approve Ordinance 2023-04 an ordinance of the City of Ovilla, Texas, amending Appendix "A", Section A2.000 (miscellaneous fees), of the Code Of Ordinances of the City of Ovilla; establishing park facility use fees; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.

Richard Dormier, Mayor
Kimberly Case, Place One
Dean Oberg, Place Two

1

Doug Hunt, Place Four
David Griffin, Place Three
Brad Piland, Place Five

PL2 Oberg seconded the motion.

PL5 Piland opposed, no abstentions.

VOTE: The motion to approve carried: 4-1

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. 4:39 p.m.

ES ITEM 1. DISCUSSION/ACTION – 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 Manager

B. Adjourn from the executive session and reconvene into the open meeting. 4:40 p.m.

ANY ACTION NECESSARY OR APPROPRIATE AS A RESULT OF THE CLOSED EXECUTIVE SESSION:

PL1 Case motioned to appoint Mr. David Henley as City Manager for the City of Ovilla.

Mayor Pro Tem Hunt seconded the motion.

No oppositions, no abstentions.

VOTE: The motion to approve carried: 5-0

ADJOURNMENT:

PL1 Oberg made a motion to adjourn.

PL3 Griffin seconded the motion.

There being no further business, Mayor Dormier adjourned the meeting at 4:42 p.m.

No oppositions, no abstentions.

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

Richard Dormier, Mayor

*Richard Dormier, Mayor
Kimberly Case, Place One
Dean Oberg, Place Two*

*Doug Hunt, Place Four
David Griffin, Place Three
Brad Piland, Place Five*

ATTEST:

Bobbie Jo Taylor, City Secretary

APPROVED: February 13, 2023

*Richard Dormier, Mayor
Kimberly Case, Place One
Dean Oberg, Place Two*

*Doug Hunt, Place Four
David Griffin, Place Three
Brad Piland, Place Five*

CITY OF OVILLA MINUTES
Monday January 9, 2023
Board of Adjustment Meeting

Mayor Richard Dormier called a Special Meeting of the Ovilla Board of Adjustment to order at **6:00 p.m.** and roll was called with the following BOA members announcing their presence, thus constituting a quorum:

Richard Dormier
Kimberly Case
Dean Oberg
David Griffin
Doug Hunt
Brad Piland

Mayor
PL1 Council Member
PL2 Council Member
PL3 Council Member
Mayor Pro Tem
PL5 Council Member

Six board members were present constituting a quorum. Code Officer Mike Dooly, City Manager, and City Secretary were in attendance.

The Pledge of Allegiance was led at this time.

It was announced that PL3 Griffin would serve as Chair for this meeting, and Mayor Richard Dormier would serve as Vice Chair.

CONSENT ITEMS

None

Individual Consideration
Public Hearing

Item 1. **BOA 23.01 – Public Hearing and Discussion** of an appeal to the Ovilla Code of Ordinances, Chapter 14, Zoning, 30.3 ACCESSORY AND RESIDENTIAL ACCESSORY BUILDINGS; PLACEMENT filed by Fortino Pineda for a residential variance for an accessory building with the main opening/doors facing the front of the property located at the residence of 109 Elmwood Dr, Ovilla, TX 75154.

Chair Griffin read aloud the captioned request and opened the Public Hearing at 6:05 p.m. (Testimony that followed was under proper oath, City Representative)

Code Enforcement Officer Mike Dooly opened with the explanation that the applicant is wanting to put the main opening/doors facing the front of the property. If the property is not used for agricultural purposes, the doors are to face at a 90-degree or 180-degree angle from the front of the main building. Dooly concluded that Mr. Pineda's use is intended for personal storage, therefore not in compliance with city ordinance.

(Testimony that followed was under proper oath, Applicant)

Mr. Pineda explained that the property is not large enough to be able to turn in or out of the doors if the doors are placed on the side or the back of the building. Mr. Pineda requested the doors be located on the front of the building.

(Chair Griffin asked if there were any speaking in support)

Richard Dormier, Mayor
Kimberly Case, PL1
Dean Oberg, PL2

Doug Hunt, Mayor Pro Tem
David Griffin, PL3
Brad Piland, PL5

CITY OF OVILLA MINUTES
Monday January 9, 2023
Board of Adjustment Meeting

None

(Chair Griffin asked that those speaking in opposition of the request)

Dani Muckleroy was against the building based the building materials to be used. She had no objection to the location of the doors.

(Rebuttal or Final Comments)

Dalia Lopez, who spoke for the applicant, had a rebuttal expressing that they were trying to keep their building within the standard of other buildings already in existence in Ovilla.

The Public Hearing was closed at 6:16 p.m.

DISCUSSION/ACTION – Consideration of requested **Variance** filed by Fortino Pineda.

The Findings-of-Fact were read aloud. After further discussion, the Board reviewed the criterion and completed the *Findings-of-Fact* form resulting in a **positive** outcome.

PL4 Hunt moved that the BOA APPROVE the request for Fortino Pineda on a Variance as requested on his property at 109 Elmwood Dr, as presented.

PL2 Oberg seconded the motion.

VOTE: The motion to APPROVE carried 5-1 with Mayor Dormier opposing the motion.

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

None

Adjournment There being no further business, Chair Griffin adjourned the meeting at 6:23 p.m.

Chair David Griffin

ATTEST:

Emily Starkey, Deputy City Secretary
Attachment(s): Findings of Fact (1)

Approved on February 13, 2023

Richard Dormier, Mayor
Kimberly Case, PL1
Dean Oberg, PL2

Doug Hunt, Mayor Pro Tem
David Griffin, PL3
Brad Piland, PL5



Date: February 13, 2023

To: Honorable Mayor and Council Members

**Subject: Investment Report for
Oct. Thru December 2022**

From:

Ed Scott – Finance Director

City of Ovilla

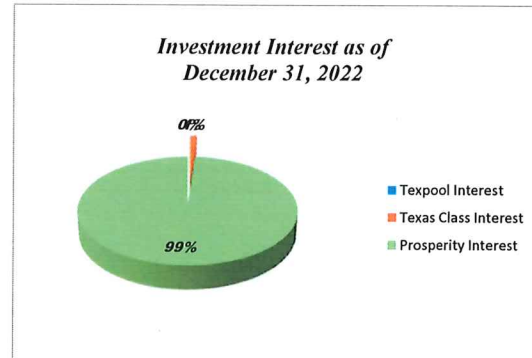
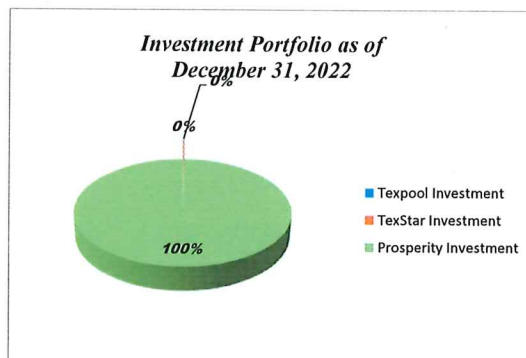
Investment Portfolio Summary - As of December 31, 2022

Investment Types	% of Total Investments	Account Balance as of 12-31-22
TexPool Investment		
Water Fund- 8761	0.01%	\$ 329.59
Texpool Total	0.01%	329.59
TexStar Investment		
Gen. Fund 1110	0.08%	4,008.30
Gen. Fund Reserve 1120	0.02%	998.77
Sewer Impact Fee 3540	0.07%	3,391.68
Water Fund 5340	0.03%	1,500.92
Water Fund 5350	0.02%	1,230.59
TexStar Total	0.21%	11,130.26
Prosperity Investment		
CD GF Reserve 0608	4.99%	260,006.18
CD GF Reserve -0694 (closed)	0.00%	0.00
4B EDC 3691	15.21%	792,707.34
MDD 7451	1.61%	83,909.39
Park Improvement 7613	0.00%	57.61
Police - Leose 8220	0.02%	941.64
Bryson Manor 8662	5.92%	308,559.32
Employee Benefit Trust 8777	0.04%	2,268.26
General Acct. 9437	71.99%	3,752,325.71
Prosperity Total	94.79%	5,200,775.45
Total Investment	95.01%	5,212,235.30

Investment Interest Types	% of Total Interest	Amount of Interest earned from Oct Thru Dec. 2022
Tex Pool Interest		
Water Fund- 8761	0.03%	2.93
TexPool Qtr. Interest Total	0.03%	2.93
TexStar Class Interest		
Gen. Fund 1110	0.39%	34.71
Gen. Fund Reserve 1120	0.10%	8.67
Sewer Impact Fee 3540	0.33%	29.40
Water Fund 5340	0.15%	13.01
Water Fund 5350	0.12%	10.65
Texas Class Qtr. Interest Total	1.08%	96.44
Prosperity Interest		
CD GF Reserve 0608	0.17%	14.76
CD GF Reserve -0694	0.00%	0.00
4B EDC 3691	15.27%	1,360.65
MDD 7451	3.26%	290.25
Park Improvement 7613	0.00%	0.06
Police - Leose 8220	0.00%	0.00
Bryson Manor 8662	6.10%	543.78
Employee Benefit Trust 8777	0.25%	22.53
General Acct. 9437	73.84%	6,582.06
Prosperity Quarterly Interest Total	98.72%	8,814.09
Total Quarterly Interest	99.83%	\$ 8,913.46

Investment Types	% of Total Investments	Amount
Texpool Investment	0.01%	\$ 329.59
TexStar Investment	0.21%	\$ 11,130.26
Prosperity Investment	99.78%	5,200,775.45
Total Investment	100.00%	\$ 5,212,235.30

Investment Interest Types	% of Total Interest	Amount
Texpool Interest	0.03%	2.93
Texas Class Interest	1.08%	96.44
Prosperity Interest	98.89%	8,814.09
Total Interest	100.00%	\$ 8,913.46



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.


Ed Scott - Finance Director


David Henley - City Manager

2-3-23
Date

2/3/2023
Date

Interest Earned in every Bank Account for Oct. Thru Dec. 2022				
	Oct.	Nov.	Dec.	Total
TexPool Investment				
Water Fund- 8761	0.93	0.90	1.10	2.93
TexStar Investment				
Gen. Fund 1110	9.59	11.66	13.46	34.71
Gen. Fund Reserve 1120	2.43	2.93	3.31	8.67
Sewer Impact Fee 3540	8.15	9.87	11.38	29.40
Water Fund 5340	3.63	4.37	5.01	13.01
Water Fund 5350	2.99	3.58	4.08	10.65
	26.79	32.41	37.24	96.44
Prosperity Investment				
CD GF Reserve 0608				14.76
CD GF Reserve -0694				0.00
4B EDC 3691	456.55	438.15	465.95	1,360.65
MDD 7451	91.97	95.33	102.95	290.25
Park Improvement 7613	0.01	0.02	0.03	0.06
Police - Leose 8220	0.00	0.00	0.00	0.00
Bryson Manor 8662	183.12	177.32	183.34	543.78
Employee Benefit Trust 8777	8.66	7.69	6.18	22.53
General Acct. 9437	2,432.62	1,996.77	2,152.67	6,582.06
Prosperity Total	3,172.93	2,715.28	2,911.12	8,814.09
Total Interest	3,200.65	2,748.59	2,949.46	8,898.70

CITY OF OVILLA, TEXAS

INVESTMENT POLICY

May 11, 2020

Adopted by Resolution R2020-09, May 11, 2020

In accordance with Division 4, Section 1.05.111,
The City of Ovilla reviewed and approved the current Policy approved in
May 2020 by Resolution R2020-09.

There is no new resolution as there was no necessity to update this policy per Hilltop Securities.

REVIEWED AND APPROVED BY COUNCIL ON FEBRUARY 13, 2023.



CITY OF OVILLA, TEXAS INVESTMENT POLICY

PREFACE

It is the policy of the City of Ovilla (the “City”) that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risks of investments, all available funds shall be invested in conformance with these legal and administrative guidelines to obtain a market rate of return.

Effective cash management is recognized as essential to good fiscal management. An active cash management and investment policy will be pursued to take advantage of investment interest as a viable and material source of revenue for City funds. The City’s portfolio shall be designed and managed in a manner responsive to the public trust and consistent with state and local law. The City will invest public funds in a manner that will provide the maximum security and a market rate of return while meeting the daily cash flow demands of the City.

The City is required under the Public Funds Investment Act (Chapter 2256 of the Texas Government Code) to adopt a formal written Investment Policy for the investment of public funds. These policies serve to satisfy the statutory requirement (specifically the Public Funds Investment Act, Chapter 2256 of the Texas Government Code [the “Act”]) to define, adopt and review a formal investment strategy and policy.

**CITY OF OVILLA
INVESTMENT POLICY
TABLE OF CONTENTS**

1. PURPOSE.....	3
2. INVESTMENT STRATEGY.....	3
3. SCOPE.....	6
4. INVESTMENT OBJECTIVES.....	7
5. INVESTMENT RESPONSIBILITY.	7
6. AUTHORIZED INVESTMENTS.	9
7. DIVERSIFICATION.	12
8. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS.	13
9. DELIVERY VERSUS PAYMENT.....	13
10. SAFEKEEPING AND COLLATERALIZATION.....	13
11. INTERNAL CONTROL.....	15
12. PERFORMANCE.	15
13. REPORTING.....	15
14. INVESTMENT POLICY ADOPTION AND AMENDMENT.....	16
 GLOSSARY OF TERMS	 13

Certification of Business Organization Sample Form

1. PURPOSE. The purpose of this investment policy (the “Policy”) is to set forth specific investment policy and strategy guidelines for the City in order to achieve the goals of safety and liquidity, achieve a market rate of return, and maintain public trust in all investment activities. On an annual basis, the City Council shall review the investment strategy and policy and shall approve Policy revisions, if any, by formal resolution.

2. INVESTMENT STRATEGY. The City maintains a comprehensive and proactive cash management program that is designed to monitor and control all City funds to ensure maximum utilization and yield a market rate of return. (For the purpose of this policy, a “market rate of return” refers to the approximate interest rate that could be earned by an investor in a specific maturity range at any given point in time. For example, an investor seeking to earn a market rate of return while maintaining an investment portfolio with an average maturity of 90 days, would hope to earn approximately the same as a three-month Treasury bill. If the investor earns a rate much higher than this, it might signal an inappropriate level of risk.) The basic and underlying strategy of this program is that all of the City’s funds are earning interest. It is the responsibility and obligation of the City to maintain a flexible approach and be prepared to modify the investment strategy as market conditions dictate. The investment strategy described is predicated on conditions as now exist and are subject to change. The investment strategy emphasizes low credit risk, diversification, and the management of maturities. The strategy also considers the expertise and time constraints of the investment officers. The allowable investment instruments as defined in Section 6 of this Policy

reflect the avoidance of credit risk. Diversification refers to dividing investments among a variety of securities offering independent returns. This strategy uses local government investment pools to achieve diversification. The management of maturities refers to structuring the maturity dates of the direct investments so that, while funds are initially invested for a longer period of time, some investments mature as cash needs require.

2.1 The primary investment strategy and objectives of the City as specified in this Policy (See Section 4.) are listed below, in their order of importance:

- Safety and preservation of principal;
- Maintenance of sufficient liquidity to meet operating needs;
- Achieve a market rate of return on the investment portfolio; and
- Seek at all times to maintain public trust by adhering to the above stated objectives.

2.2 The list of investments authorized by this Policy intentionally excludes some investments allowed by state law. The restrictions limit possible credit risk and provide the maximum measure of safety. Within the investment objectives, the investment strategy is to utilize authorized investments for maximum advantage to the City. To increase the interest earnings for funds identified as being available for investment over longer periods of time based upon a cash requirements projection, the City will consider the following strategies:

2.2.1 **Strategy No. 1.** Diversifying the City's investment opportunities through the use of local government investment pools and money market mutual funds as authorized by the City Council. An investment pool is an entity created to invest public funds jointly on behalf its' participants and whose investment objectives in order of priority match those objectives of the City. Funds are usually available from investment pools on a same-day basis, meaning the pools have a high degree of liquidity. Because of the size and expertise of their staff, investment pools are able to prudently invest in a variety of the investment types allowed by state law. In this manner, investment pools achieve diversification. Funds that may be needed on a short-term basis but that are in excess of the amount maintained at the depository bank are available for deposit in investment pools.

2.2.2 **Strategy No. 2.** Building a ladder of Investment Policy authorized securities with staggered maturities for all or part of the longer-term investable funds. The benefits of this ladder approach include the following:

- It is straight-forward and easily understood;
- It represents a prudent diversification method;
- All investments remain within the approved maturity horizon;
- It will normally allow the City to capture a reasonable portion of the yield curve; and
- It provides predictable cash flow with scheduled maturities and reinvestment opportunities.

2.2.3. **Strategy No. 3.** At this time, the City does not use an investment management firm. Should the City determine a need, the following strategy will apply:

Pursuant to the Public Funds Investment Act (Texas Government Code 2256.003), the City may, at its discretion, contract with an investment management firm registered under the Investment Advisors Act of 1940 (15 U.S.C. Section 80b-1 et seq.) and with the State Securities Board to provide for investment and non-discretionary management of its public funds or other funds under its control.

An appointed Investment Advisor shall act solely in an advisory and administrative capacity, within the guidelines of this Investment Policy. At no time shall the advisor take possession of securities or funds or otherwise be granted discretionary authority to transact business on behalf of the City. Any contract awarded by the City Council for investment advisory services may not exceed two years, with an option to extend by mutual consent of both parties.

Duties of the Investment Advisor shall include, but not be limited to, assistance in purchasing securities, securities clearance, producing required reports, pricing the portfolio, performing due diligence on broker/dealers, market monitoring and economic review.

Any Investment Advisor contracted by the City shall abide by the *Prudent Expert Rule*, whereby investment advice shall, at all times, be given with the judgment and care, under circumstances then prevailing, which persons paid for their special prudence, discretion and intelligence in such matters exercise in the management of their client's affairs, not for speculation by the client or production of fee income by the advisor or broker, but for investment by the client with emphasis on the probable safety of the capital while considering the probable income to be derived.

2.2.4. **Strategy No. 4.** The City will maintain portfolio(s) that utilize four specific investment strategy considerations designed to address the unique characteristics of the fund group(s) represented in the portfolio(s):

2.2.4.1 Investment strategies for operating funds and pooled funds containing operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio that will experience minimal volatility during economic cycles through diversification by security type, maturity date and issuer. All security types, as authorized by this policy, are considered suitable investments for the operating and pooled funds.

2.2.4.2 Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date(s). These funds have predictable payment schedules. Therefore investment maturities shall not exceed the anticipated cash flow requirements.

2.2.4.3 Investment strategies for debt service reserve funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund. Managing the Debt Service Reserve Fund's portfolio maturities to not exceed the call provisions of the bond issue will reduce the investment's market

risk if the City's bonds are called and the reserve fund liquidated. No investment maturity shall exceed the final maturity of the bond issue.

2.2.4.4 Investment strategies for special projects or capital projects funds will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. Market conditions and arbitrage regulations will influence the investment of capital project funds. When market conditions allow, achieving a positive spread to applicable arbitrage yield is the desired objective, although at no time shall the anticipated expenditure schedule be exceeded in an attempt to increase yield.

2.2.5 **Strategy No. 5 - Hold until Maturity.** The strategy of the City is to maintain sufficient liquidity in its portfolio so that it does not need to sell a security prior to maturity. Should it become necessary to sell a security prior to maturity, where the sale proceeds are less than the current book value, the prior written consent of the City Manager must be obtained. Securities may be sold prior to maturity by the Investment Officer at or above their book value at any time. The result of all sales of securities prior to maturity shall be reported to the City Manager within two business days of the sale. The report shall provide the amount of proceeds from the sale, including accrued interest to the date of sale, less the current book value and the dollar amount of gain on the sale.

2.2.6 **Strategy No. 6 - Pooling of Deposits and Investments.** All demand deposits of the City will be concentrated with one central depository. This procedure will maximize the City's ability to pool cash for investment purposes, and provide more manageable banking relationships. In addition, depositories not holding demand deposits of the City may be eligible to bid on City investments, subject to the approval of the City Manager.

2.2.7 **Strategy No. 7 - Depository Bank Relationships.** This Policy shall further seek to maintain good depository bank relationships while minimizing the cost of banking services. The City will seek to maintain a depository contract that will be managed to a level that minimizes the cost of the banking relationship to the City, while allowing the City to earn an appropriate return on idle demand deposits.

2.2.8 **Strategy No. 8 - Single Pooled Fund Group.** A single strategy is specified, in accordance with the single pooled fund group as defined in this Policy. However, earnings from investments will be allocated on a pro-rata cash basis to the individual funds and used in a manner that will best service the interests of the City.

2.2.9 **Strategy No. 9 - Maximizing Investable Cash Balances.** Procedures shall be established and implemented in order to maximize investable cash by decreasing the time between the actual collection and the deposit of receipts, and by the controlling of disbursements.

3. SCOPE. The Investment Policy shall govern the investment of all financial assets considered to be part of the City entity and includes the following funds or fund types: the General Fund, Enterprise Funds, Special Revenue Funds, General Obligation Interest and Sinking Fund, Capital Projects Funds, Special Revenue Funds, EDC Fund, MDD Fund and any other funds which have been contractually delegated to the City for management purposes. The City may add or delete funds as may be required by law, or for proper accounting procedures. This policy does not include funds governed by approved trust agreements, or assets administered for the benefit of the City by

outside agencies under retirement or deferred compensation programs. Additionally, bond funds (including debt service and reserve funds) are governed by bond ordinances and are subject to the provisions of the Internal Revenue Code and applicable federal regulations governing the investment of bond proceeds.

4. INVESTMENT OBJECTIVES. Funds of the City shall be invested in accordance with all applicable Texas statutes, this Policy and any other approved, written administrative procedures. The four objectives of the City's investment activities shall be as follows (in the order of priority):

4.1 Safety of Principal. Safety of principal invested is the foremost objective in the investment decisions of the City. Each investment transaction shall seek to ensure the preservation of capital in the overall portfolio. The risk of loss shall be controlled by investing only in authorized securities, as defined in this Policy, by qualifying the financial institutions with whom the City will transact business and through portfolio diversification. Safety is defined as the undiminished return of the principal on the City's investments.

4.2 Liquidity. The investment portfolio shall be managed to maintain liquidity to ensure that funds will be available to meet the City's cash flow requirements and by investing in securities with active secondary markets. Investments shall be structured in such a manner as will provide the liquidity necessary to pay obligations as they become due. A security may be liquidated prior to its stated maturity to meet unanticipated cash requirements, or to otherwise favorably adjust the City's portfolio, in accordance with Section 2.2.5 above.

4.3 Market Rate-of-Return (Yield). The City's investment portfolio shall be designed to optimize a market rate-of-return on investments consistent with risk constraints and cash flow requirements of the portfolio. The investment portfolio shall be managed in a manner that seeks to attain a market rate of return throughout budgetary and economic cycles. The City will not attempt to consistently attain an unrealistic above market rate-of-return, as this objective will subject the overall portfolio to greater risk. Therefore, the City's rate of return objective is secondary to those of safety and liquidity. Rate of return (yield) is defined as the rate of annual income return on an investment, expressed as a percentage.

4.4 Public Trust. All participants in the City's investment program shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transaction that might involve a conflict of interest or otherwise impair public confidence in the City's ability to govern effectively. All officials of the City having either a direct or indirect role in the process of investing idle funds shall act responsibly as custodians of the public trust.

5. INVESTMENT RESPONSIBILITY. As provided in this policy, the daily operation and management of the City's investments are the responsibility of the following person.

5.1 Delegation of Authority. The City Manager and the Finance Director are authorized to deposit, withdraw, invest, transfer or manage in any other manner the funds of the City. Management responsibility for the investment program is hereby delegated to the Finance Director, as approved by the City Manager, who shall establish written procedures for the operation of the investment program, consistent with this Policy. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. All persons involved in investment activities will be referred to in this Policy as "Investment Officers." No persons may engage in an investment transaction except as provided under the terms of this Policy and the procedures established by the Finance Director. The Finance

Director shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate Investment Officials. The system of controls shall be designed to provide reasonable assurance that the assets of the City are protected from loss, theft or misuse. The concept of reasonable assurance recognizes that:

- (1) the cost of a control should not exceed the benefits likely to be derived; and
- (2) the valuation of costs and benefits requires estimates and judgments by management.

Commitment of financial and staffing resources in order to maximize total return through active portfolio management shall be the responsibility of the City Council.

5.2 Prudence. The standard of prudence to be applied by the Investment Officer shall be the "prudent investor" rule, which states, "investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." In determining whether the Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration the following:

5.2.1 The investment of all funds over which the Investment Officer had responsibility rather than a consideration as to the prudence of a single investment; and

5.2.2 Whether the investment decision was consistent with the written investment Policy and procedures of the City.

5.2.3 Investment officials acting in accordance with the Investment Policy and exercising due diligence shall be relieved of personal responsibilities for an individual security's credit risk or market price change, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments. In determining whether an investment official has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration the investment of all funds over which the official had responsibility rather than consideration as to the prudence of a single investment and whether the investment decision was consistent with the City's Investment Policy.

5.3 Due Diligence. The Investment Officer acting in accordance with written policies and procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported in a timely manner and that appropriate action is taken to control adverse developments. All Investment Officers involved in investment transactions will be bonded.

5.4 Ethical Standards and Conflicts of Interest. All City Investment Officers having a direct or indirect role in the investment of City funds shall act as custodians of the public trust avoiding any transaction which might involve a conflict of interest, the appearance of a conflict of interest, or any activity which might otherwise discourage public confidence. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair the ability to make impartial investment decisions. An Investment Officer who has a personal business relationship with the depository bank or with any entity seeking to sell an investment

to the City shall file a statement disclosing that personal business interest. An Investment Officer who is related within the second degree of affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the City Council.

5.5 Investment Training. The Investment Officers shall attend at least one training session of at least ten (10) hours relating to the officer's responsibility under the Public Funds Investment Act within twelve (12) months after assuming duties, and attend an investment training session not less than once every two years, receiving an additional eight (8) hours of training. Such training from an independent source shall be approved by the City Manager and endorsed by either the Government Finance Officers Association of Texas, the Government Treasurers Organization of Texas, the Texas Municipal League, the North Central Texas Council of Governments, or the University of North Texas Center for Public Management.

6. AUTHORIZED INVESTMENTS. As stated previously, safety of principal is the primary objective in investing public funds and can be accomplished by limiting two types of risk — credit risk and interest rate risk. Credit risk is the risk associated with the failure of a security issuer or backer to repay principal and interest in full. Interest rate risk is the risk that the value of a portfolio will decline due to an increase in the general level of interest rates. In order to provide for safety of principal as the City's primary objective, only certain investments are authorized as acceptable investments for the City. The following list of authorized investments for the City intentionally excludes some investments authorized by law. These restrictions are placed in order to limit possible risk and provide the maximum measure of safety to City funds.

6.1 Authorized and Acceptable Investments. The authorized list of investment instruments are as follows:

- (1) Obligations of the United States or its agencies and instrumentalities, excluding mortgage backed securities and including any obligation fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC).
- (2) Direct obligations of the State of Texas, or its agencies and instrumentalities.
- (3) Other obligations, the principal of and interest on which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas or the United States or their respective agencies and instrumentalities, excluding mortgage-backed securities.
- (4) Collateralized Certificates of Deposit. A certificate of deposit issued by a depository institution that has its main office or a branch office in the state and is:
 - guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor;
 - secured by obligations that are described by Section 2256.009(a) of the Public Funds Investment Act, including mortgage backed securities directly issued by a federal agency or instrumentality, but excluding those mortgage backed securities of the nature described in Section 2256.009(b) of the Act; or

- secured in any other manner and amount provided by law for deposits of the City.
- In addition to the City's authority to invest funds in certificates of deposit, a CD investment made in accordance with the following conditions is an authorized investment under TX Government Code Section 2256.010(b):
 - a) the funds are invested by the City through a clearing broker registered with the Securities and Exchange Commission (SEC) and operating pursuant to SEC rule 15c3 -3 (17 C. F.R. Section 240. 15c3 -3) with its main office or branch office in Texas and selected from a list adopted by City; or a depository institution that has its main office or a branch office in Texas and that is approved and selected by the City;
 - b) the selected broker or depository institution arranges for the deposit of the funds in CDs in one or more federally insured depository institutions, wherever located, for the account of the City;
 - c) the full amount of the principal and accrued interest of each CDs is insured by the United States or an instrumentality of the United States;
 - d) the selected broker or depository institution acts as custodian for the City with respect to the CDs issued for the account of the City.

(5) Eligible Local Government Investment Pools. Public funds investment pools which invest in instruments and follow practices allowed by the current law as defined in Section 2256.016 of the Texas Government Code, provided that:

- the investment pool has been authorized by the City Council;
- the pool shall have furnished the Investment Officer an offering circular containing the information required by Section 2256.016(b) of the Texas Government Code;
- the pool shall furnish the Investment Officer investment transaction confirmations with respect to all investments made with it;
- the pool shall furnish to the Investment Officer monthly reports containing the information required under Section 2256.016(c) of the Texas Government Code;
- the pool is continuously rated no lower than "AAA" or "AAA-m" or an equivalent rating by at least one nationally recognized rating service;
- the pool marks its portfolio to market daily;
- the pool's investment objectives shall be to maintain a stable net asset value of one dollar (\$1.00); and
- the pool's investment philosophy and strategy are consistent with this Policy.

(6) Regulated No-Load Money Market Mutual Funds. These investments are authorized, under the following conditions:

- the money market mutual fund is registered with and regulated by the Securities and Exchange Commission;
- the fund provides the City with a prospectus and other information required by the Securities Exchange Act of 1934 or the Investment Company Act of 1940;
- the fund has a dollar-weighted average portfolio maturity of sixty (60) days or less;
- the investment objectives include the maintenance of a stable net asset value of one dollar (\$1.00) per share; and
- the fund is continuously rated no lower than "AAA" or an equivalent rating by at least one nationally recognized rating service.
- The City may not invest funds under its control in an amount that exceeds 10% of the total assets of any individual money market mutual fund.

(7) Repurchase Agreements, Reverse Repurchase Agreements, Bankers' Acceptances; Commercial Paper. These investments are authorized for the City only to the extent that they are contained in the portfolios of approved public funds investment pools in which the City invests, or as otherwise provided below.

- The direct investment in reverse repurchase agreements, bankers' acceptances, and commercial paper by the City is not authorized.
- Fully flexible repurchase agreements are authorized in this Policy, to the extent authorized under the Public Funds Investment Act (Texas Government Code 2256.001.) The use of flex repos shall be limited to the investment of bond proceeds and the maturity date of any such agreement shall not exceed the expected proceeds draw schedule.

6.2 Investment Instruments NOT Authorized. The following instruments are eligible for investment by local government according to state law, but they have been intentionally prohibited for the City by this Policy: mortgage-related obligations, guaranteed investment contracts, options, financial futures contracts and, day trading of long-term securities. In addition to these restricted investments, state law specifically prohibits investment in the following securities:

- (1) Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.
- (2) Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.

- (3) Collateralized mortgage obligations that have a stated final maturity date of greater than ten years.
- (4) Collateralized mortgage obligations, the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

7. DIVERSIFICATION. Diversification of investment instruments shall be utilized to avoid incurring unreasonable risks resulting from over-concentration of investments in a specific maturity, a specific issue, or a specific class of securities. With the exception of U.S. Government securities, as authorized in this Policy, and authorized local government investment pools, no more than fifty percent (50%) of the total investment portfolio will be invested in any one security type or with a single financial institution. Diversification of the portfolio considers diversification by maturity dates and diversification by investment instrument.

7.1 Diversification by Maturities. The longer the maturity of investments, the greater their price volatility. Therefore, it is the City's policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risks caused by change in interest rates. The City will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than three (3) years from the date of purchase. However, the above described obligations, certificates, or agreements may be collateralized using longer date instruments. The City shall diversify the use of investment instruments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities. Maturity scheduling shall be managed by the Investment Officer so that maturities of investments shall be timed to coincide with projected cash flow needs.

The entire City portfolio, including funds at the City's depository bank, shall comprise one pooled fund group, and the maximum average dollar-weighted maturity allowed based on the stated maturity date for the portfolio is two hundred seventy (270) days. Investment maturities for debt service interest and sinking funds and/or other types of reserve funds, whose use is never anticipated, may not exceed three (3) years.

7.2 Diversification by Investment Instrument. Diversification by investment instrument shall not exceed the following guidelines for each type of instrument:

	<u>Percentage of Portfolio (Maximum)</u>
U.S. Treasury Obligations	100%
U.S. Government Agency Securities and Instrumentalities of Government-Sponsored Corporations	80%
Authorized Local Government Investment Pools	100%
Fully Collateralized Certificates of Deposit	50%
SEC-Regulated No-Load Money Market Mutual Funds	10%

7.3 The City shall invest local funds in investments yielding a market rate-of-return while providing necessary protection of the principal consistent with the operating requirements of this section or written policies.

8. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS. At this time, the City does not use Brokers or Dealers. Should the City determine a need, the following procedures and requirements will apply:

Financial institutions (federally insured banks) with and through whom the City invests shall be state or national banks doing business in this state. No public deposit shall be made except in a qualified public depository as established by state laws. Brokers/Dealers authorized to provide investment services to the City may include only those authorized by the City Manager. All banking services will be governed by a depository contract awarded by the City Council. In addition, the Finance Director shall maintain a list of authorized security brokers/dealers, and investment pools that are authorized by the City Manager and/or the City Council.

8.1 All financial institutions with whom the City does business must supply the following as appropriate: (1) audited financial statements; (2) proof of Financial Industry Regulatory Authority (FINRA) certification; (3) proof of state registration and completed broker/dealer questionnaire; (4) certification of having read the City's investment policy signed by a qualified representative of the organization, acknowledging that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the City and the organization.

8.2 An annual review of the financial condition and registration of qualified bidders will be conducted by the Finance Director. The review may include, but is not limited to, review of rating agency reports, review of call reports, and analyses of management, profitability, capitalization, and asset quality. Financial institutions and brokers/dealers desiring to conduct business with the City shall be required to provide any financial data requested by the City Manager or the Investment Officer. Upon completion of the annual review by the Finance Director, the financial institutions and brokers/dealers desiring to conduct business with the City shall be approved by the City Manager.

8.3 Selection criteria for federally insured financial institutions shall include the following: (1) the financial institution must be insured by the FDIC and (2) the financial institution must be incorporated under the laws of the State of Texas or of the United States of America.

8.4 The Investment Officer, or designee, of the City is responsible for monitoring the investments made by a financial institution and/or broker/dealer to determine that they are in compliance with the provisions of the Investment Policy.

9. DELIVERY VERSUS PAYMENT. It is the policy of the City that all security transactions entered into with the City shall be conducted on a "**DELIVERY VERSUS PAYMENT**" (DVP) basis through the Federal Reserve System. By doing this, City funds are not released until the City has received, through the Federal Reserve wire, the securities purchased. The City shall authorize the release of funds only after receiving notification from the safekeeping bank that a purchased security has been received in the safekeeping account of the City. The notification may be oral, but shall be confirmed in writing.

10. SAFEKEEPING AND COLLATERALIZATION.

10.1 **Safekeeping.** All securities owned by the City shall be held by its safekeeping agent, except the collateral for bank deposits. The collateral for bank deposits will be held in the

City's name in the bank's trust department, or alternatively, in a Federal Reserve Bank account in the City's name, or a third-party bank, at the City's discretion. Original safekeeping receipts shall be obtained and held by the City. The City shall contract with a bank or banks for the safekeeping of securities either owned by the City as part of its investment portfolio or held as collateral to secure time deposits.

10.2 Collateralization. Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all city funds on deposit with a depository bank. The market value of the investments securing the deposit of funds shall be at least equal to the amount of the deposits of funds reduced to the extent that the deposits are insured by the Federal Deposit Insurance Corporation (FDIC). Securities pledged as collateral shall be held in the City's name, in a segregated account at the Federal Reserve Bank or by an independent third party with whom the City has a current custodial agreement. The agreement is to specify the acceptable investment securities as collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. The safekeeping agreement must clearly state that the safekeeping bank is instructed to release purchased and collateral securities to the City in the event the City has determined that the depository bank has failed to pay on any matured investments in certificates of deposit, or has determined that the funds of the City are in jeopardy for whatever reason, including involuntary closure or change of ownership. A clearly marked evidence of ownership, e.g., safekeeping receipt, must be supplied to the City and retained by the City. Any collateral with a maturity over five (5) years must be approved by the Investment Officer before the transaction is initiated. Release of collateral or substitution of securities must be approved in writing by the Investment Officer. Financial institutions serving as City depositories will be required to sign a "Depository Agreement" with the City and the City safekeeping agent. The collateralized deposit portion of the agreement shall define the City's rights to collateral in the event of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:

- the Agreement must be in writing;
- the Agreement has to be executed by the Depository and the City contemporaneously with the acquisition of the asset;
- the Agreement must be approved by the Board of Directors of the Loan Committee of the Depository and a copy of the meeting minutes must be delivered to the City; and
- the Agreement must be part of the Depository's "official record" continuously since its execution.

10.2.1 The City may accept the following securities as collateral for bank deposits (V.T.C.A., Government Code, Section 2256.001, et. seq, formerly Article 842a-2, Section 2, V.T.C.S., as amended);

- FDIC and FSLIC insurance coverage;

- A bond, certificate of indebtedness, or Treasury Note of the United States, or other evidence of indebtedness of the United States that is guaranteed as to principal and interest by the United States;
- Obligations, the principal and interest on which are unconditionally guaranteed or insured by the State of Texas;
- A bond of the State of Texas or of a county, city, or other political subdivision of the State of Texas having been rated as investment grade (investment rating no less than “A” or its equivalent) by a nationally recognized rating agency with a remaining maturity of ten years or less;
- Surety Bonds that meet the requirements of the Public Funds Investment Act; or
- Federal Home Loan Bank Letters of Credit.

10.2.2 For certificates of deposit and other evidences of deposit, collateral shall be at 102% of market or par, whichever is lower. The market value of collateral will always equal or exceed the principal plus accrued interest of deposits at financial institutions.

10.2.3 Financial institutions, with which the City invests or maintains other deposits, shall provide monthly, and as requested by the Investment Officer, a listing of the collateral pledged to the City, marked to current market prices. The listing shall include total pledged securities itemized by name, type, description, par value, current market value, maturity date, and Moody's or Standard & Poor's rating, if applicable. The City and the financial institution shall jointly assume the responsibility for ensuring that the collateral is sufficient.

11. INTERNAL CONTROL. The Finance Director shall establish a system of written internal controls, which shall be reviewed annually by independent auditors. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions. The internal controls are to be reviewed annually in conjunction with an external independent audit. This review will provide assurance of compliance with policies and procedures as specified by this Policy. The City, in conjunction with its annual financial audit, shall perform a compliance audit of management controls and adherence to the City's established investment policy.

12. PERFORMANCE. The City's investment portfolio shall be designed to obtain a market rate of return on investments consistent with risk constraints and expected cash flow of the City. The benchmark for performance that is appropriate for the City's cash flow cycle will be TexPool (a local government investment pool).

13. REPORTING. The Finance Director shall submit a signed quarterly investment report that summarizes current market conditions, economic developments and anticipated investment conditions. The report shall summarize investment strategies employed in the most recent quarter, and describe the portfolio in terms of investment securities, maturities, risk characteristics, and shall explain the total investment return for the quarter.

13.1 Annual Report. Within 60 days of the end of the fiscal year, the Finance Director shall present an annual report on the investment program and investment activity. This report may be presented as a component of the fourth quarter report to the City Manager and City Council. The reports prepared by the Finance Director shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the City Council by that auditor.

13.2 Methods. The quarterly investment report shall include a succinct management summary that provides a clear picture of the status of the current investment portfolio and transactions made over the past quarter. This management summary will be prepared in a manner that will allow the City to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report will be prepared in compliance with generally accepted accounting principles. The report will be provided to the City Manager and City Council. The report will include the following:

- A listing of individual securities held at the end of the reporting period. This list will include the name of the fund or pooled group fund for which each individual investment was acquired;
- Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period. Market values shall be obtained from financial institutions or portfolio reporting services independent from the broker/dealer from which the security was purchased;
- Additions and changes to the market value during the period;
- Fully accrued interest for the reporting period;
- Average weighted yield to maturity of portfolio on entity investments as compared to applicable benchmarks;
- Listing of investments by maturity date;
- The percentage of the total portfolio which each type of investment represents; and
- Statement of compliance of the City's investment portfolio with State Law and the investment strategy and policy approved by the City Council.
- Market prices for all securities will be obtained and monitored through the use of safekeeping agents, independent pricing services, broker/dealers who did not sell the actual security being priced, as well as published or online services such as the Wall Street Journal or Bloomberg.

14. INVESTMENT POLICY ADOPTION AND AMENDMENT. The City's Investment Policy shall be adopted and amended by resolution of the City Council only. The City's written policies and procedures for investments are subject to review not less than annually to stay current with changing laws, regulations and needs of the City. Any changes or modifications to this Investment Policy, if any, shall be approved, and adopted by a formal resolution of the City Council.

GLOSSARY OF TERMS

The Investment Policy contains specialized and technical terminology that is unique to cash management and investment activities. The following glossary of terms is provided to assist in understanding these terms.

Affinity. Related through marriage.

Agencies. See U.S. Agency securities.

Bankers' Acceptances. A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer. When discounted and sold in the secondary market, bankers' acceptances become a short-term investment alternative.

Book Value. The cost of a security as recorded in the City's accounting records. For purposes of evaluating a sale of a security, it is a function of the original cost, the amortization of premium or discount, and the accrued interest. Specifically, it is the face value of the security plus the accrued interest plus any unamortized premium or minus any unamortized discount. Book value is often compared to market value, which is defined below.

Broker. A person or company that, for a fee or commission, brings buyers and sellers of securities together.

Certificate of Deposit. A time deposit with a specific maturity evidenced by a certificate.

Collateral. In general, assets which one party pledges as a guarantee of performance. Specifically, securities pledged by a bank to secure deposits of public monies. In the event of bank failure, the securities become the property of the public entity.

Collateralized Mortgage Obligations (CMO's). Securities based on a pool of home mortgages.

Commercial Paper. An unsecured promissory note issued primarily by corporations for a specific amount and maturing on a specific day. The maximum maturity for commercial paper is 270 days, but most frequently maturities do not exceed 30 days. Almost all commercial paper is rated by a rating service.

Consanguinity. Related by blood.

Coupon. The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. Also, a certificate attached to a bond indicating interest due on a payment date.

Credit Risk. The uncertainty that the principal amount of an investment will be returned without loss of value to the default of the borrower.

CUSIP. A unique security identification number assigned to securities maintained and transferred on the Federal Reserve book-entry system.

Dealer. A person or company that endeavors to profit from buying and selling investments for its own account.

Delivery Versus Payment (DVP). A method of delivering securities that requires the simultaneous exchange of the security and the payment. It provides a safeguard against paying for securities before they are received.

Demand Deposits. Deposits at a financial institution that are available to the depositor upon the depositor's demand.

Depository Bank. The primary bank of the City. The relationship between the depository bank and the City is governed by state law and by a depository contract that is approved by the City Council.

Discount. The difference between the cost price of a security and its value at maturity when quoted at lower than face value. A security selling below original offering price shortly after sale is also considered to be at a discount.

Discount Securities. Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury Bills.

Diversification. The strategy of dividing investments among a variety of securities offering independent risks and yields. Diversification lessens the likelihood of losing the entire portfolio of investments and averages yields among the investment alternatives.

Discount. The difference between the cost of a security and its value at maturity, in cases where the cost is less than the value at maturity.

Federal Agency – A debt instrument, either fully guaranteed or sponsored by the U.S. government. The typical definition of agency includes the government sponsored enterprises of Fannie Mae, Freddie Mac, the Federal Farm Credit Bank (FFCB) and the Federal Home Loan Bank (FHLB).

Federal Deposit Insurance Corporation (FDIC). A federal agency that insures bank deposits, currently up to \$250,000 per account. Public deposits that exceed this amount must be properly collateralized with investment securities or insured through a surety bond.

Federal Farm Credit Bank (FFCB) - The Federal Farm Credit Bank System is the oldest of the government sponsored enterprises, created by an act of Congress in 1916. Its mission is to provide a reliable and low cost source of funds to support agriculture in the United States. FFCB debt obligations are highly liquid and its senior debt is rated AA+.

Federal Funds Rate. The rate of interest at which Federal funds are traded. This rate is currently set by the Federal Reserve through open-market operations.

Federal Home Loan Bank (FHLB).

The Federal Home Loan Bank was created by an act of Congress in 1932 as a system of 12 regional banks that provide funds to its member banks. FHLB's primary mission is to support residential and community lending. Its membership of more than 8,000 financial institutions includes savings banks, commercial banks, credit unions and insurance companies active in housing finance. FHLB debt obligations are highly liquid and its senior debt is rated AA+.

Federal Home Loan Mortgage Corporation (FHLMC or “Freddie Mac”).

Freddie Mac was created by an act of Congress in 1970 as a shareholder-owned company to further expand the secondary market for mortgage loans in the United States. Freddie Mac buys existing mortgages and pools them together to create mortgage-backed securities that can then be sold to investors, thereby providing liquidity to lenders who can then make additional loans. Along with Fannie Mae, Freddie Mac was placed into government conservatorship in September 2008, but continues full operations under government control and has been instrumental in the government’s attempts to revive the housing sector. Freddie Mac securities are highly liquid and its senior debt is rated AA+.

Financial Industry Regulatory Authority (FINRA) - formerly the National Association of Securities Dealers (NASD) - A self-regulatory organization (SRO) of brokers and dealers in the over-the-counter securities business. Its regulatory mandate includes authority over firms that distribute mutual fund shares as well as other securities.

Federal National Mortgage Association (FNMA or “Fannie Mae”).Fannie Mae was created by an act of Congress in 1938 under the Federal National Mortgage Association Act to provide a secondary market for mortgage loans in the United States. It does this by purchasing existing home loans and pooling them together to create mortgage-backed securities that can then be sold to investors, along with a guaranty of the timely payment of principal and interest on the underlying loans. Fannie Mae was privatized in 1968, and operated as a private stockholder-owned company for 40 years before the housing market collapse forced them into federal government conservatorship in September 2008. Fannie Mae debt obligations are highly liquid and its senior debt is rated AA+.

Fully Flexible Repurchase Agreement ("flex repo"). A specialized contract designed for the short-term investment of proceeds available from the sale of municipal bonds, notes and certificates. Flex repos allow for incremental repurchases, with the buyer/issuer (the City) retaining the right to force the seller to repurchase all, or a portion of, the sold securities held under repurchase agreement, at any time before the maturity date of the agreement, at a fixed rate for the life of the agreement.

Hold Until Maturity. This investment strategy is intended to avoid interest rate risk by maintaining ownership of an investment until it matures. At maturity, the face value of the security is received, but in some cases where a security is sold before maturity, less than the face value and the book value is received. Please see interest rate risk defined below.

Interest Rate Risk. The uncertainty of the return of principal on fixed rate securities that are sold prior to maturity. When interest rates rise, the market value of fixed rate securities decreases.

Internal Control. Policies and procedures that are established to provide reasonable assurance that specific government objectives are achieved and that assets are safeguarded.

Investment. The purchase of securities which, upon analysis, promise safety of principal and a satisfactory return. These factors distinguish investment from speculation.

Investment Objective. The aim, goal or desired end of action of the investment activity.

Investment Pool. An entity created to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority are safety, liquidity, and yield. (Sometimes called Local Government Investment Pool.)

Investment Strategy. The overall plan or method proscribed to achieve the investment objectives of the City.

Laddered Maturity. An investment strategy whereby investments are purchased to mature at regular intervals.

Liquidity. The measure of an investment's ability to be converted quickly and easily into cash without a substantial loss of value.

Local Government Investment Pool. See **Investment Pool**.

Market Rate of Return. A general term referring to the approximate interest rate that could be earned by an investor in a specific maturity range at any given point in time. For example, an investor seeking to earn a "market rate of return" while maintaining an investment portfolio with an average maturity of 90 days, would hope to earn approximately the same as a three-month agency discount note. If the investor earns a rate much higher than this, it might signal an inappropriate level of risk.

Market Risk. The uncertainty of the value of the City's portfolio arising from changes in the market conditions of investment securities.

Market Value. The price, including accrued interest, at which a security is trading for which it can be readily sold or purchased.

Maturity. The date upon which the principal or stated value of an investment becomes due and payable.

Money Market Mutual Fund. A mutual fund that purchases short-term debt instruments, such as Treasury Bills, commercial paper, and bankers' acceptances, and which strives to maintain a stable net asset value of \$1.00.

Mutual Fund. Investment companies that sell shares to investors, offering investors diversification and professional portfolio management. Prices generally fluctuate with the performance of the fund.

Net Asset Value. The ratio of the market value of the portfolio divided by the book value of the portfolio.

Par. The value of a security as expressed on its face (face value) without consideration of a discount or premium.

Pledge. The grant of a collateral interest in investment securities by the depository bank as assurance of the safety of City deposits.

Pooled Fund Group. The combination of various accounts and funds of the City in a single, internally-created investing entity.

Portfolio. The collection of securities held by an investor.

Principal. The capital sum of an investment, as distinguished from interest.

Premium. The difference between the cost price and the face value at maturity in cases where the cost price is higher than the face value.

Rate-of-Return. See **Yield**.

Repurchase Agreement (REPO). An investment arrangement in which the holder of a security sells that security to an investor (the City) with an agreement to repurchase the security at a fixed price and on a fixed date.

Reverse Repurchase Agreement. An investment arrangement by which the City sells a security to a third party, such as a bank or broker/dealer, in return for cash and agrees to repurchase the instrument from the third party at a fixed price and on a fixed date. The City would then use the cash to purchase additional investments. This type of investment is prohibited in the City's portfolio, except to the extent used by local government investment pools with which the City invests.

Safekeeping. An arrangement whereby a bank holds securities and other valuables for protection in exchange for a fee.

Safety. The assurance of the undiminished return of the principal of the City's investments and deposits.

Secondary Market. A market for the purchase and sales of outstanding securities following their initial distribution.

SEC Rule 15C3-1 (Uniform Net Capital Rule). Security and Exchange Commission requirement that member firms and nonmember broker/dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1.

Security. A financial instrument that signifies an ownership interest, the right to an ownership interest, or creditor status.

Security Risks. The uncertainty of the value of a security dependent on its particular qualities.

Time Deposits. Deposits at the depository bank that are not due and payable until a specific date.

United States Agency Securities. Debt instruments issued by an executive department, an independent federal establishment, or a corporation or other entity established by Congress which is owned in whole or in part by the United States of America.

United States Treasury Securities. Debt instruments issued by the Treasury of the United States. **Treasury Bills** are issued for short-term borrowings (less than one year); **Treasury Notes** are issued for mid-term borrowings (Two - ten years); **Treasury Bonds** are issued for long-term borrowings (over ten years).

Yield. The rate of annual income return on an investment, expressed as a percentage.

**TEXAS PUBLIC FUNDS INVESTMENT ACT
CERTIFICATION BY BUSINESS ORGANIZATION**

CITY OF OVILLA, TEXAS

This certification is executed on behalf of the City of Ovilla, Texas (the “City”), and _____ (the “Business Organization”), pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code (the “Act”) in connection with investment transactions conducted between the City and the Business Organization.

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

1. The undersigned is a Qualified Representative of the Business Organization offering to enter an investment transaction with the Investor as such terms are used in the Public Funds Investment Act, Chapter 2256, Texas Government Code; and
2. The Qualified Representative of the Business Organization has received and reviewed the Investment Policy furnished by the City; and
3. The Qualified Representative of the Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Business Organization and the City that are not authorized by the City's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio or requires an interpretation of subjective investment standards.

Qualified Representative of Business Organization

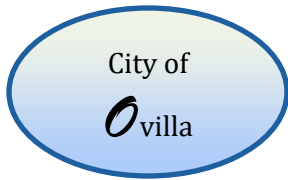
Firm: _____

Signature

Printed Name: _____

Title: _____

Date: _____



Ovilla City Council

AGENDA ITEM REPORT Item 1

Meeting Date: February 13, 2023

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 1. DISCUSSION– Discussion of the Texas Law Enforcement Agency (Ovilla) Racial Profiling Report Submitted to TCOLE by Chief of Police Joey Bennett.

Attachments:

1. Racial Profiling Report

Discussion / Justification:

Background: Texas Occupations Code 1701.164 specifies that TCOLE collect incident-based data in accordance with the Code of Criminal Procedure Article 2.131 – 2.138 . Chief administrators of law enforcement agencies that meet the criteria must submit racial profiling reports to **their governing body**, as well as TCOLE.

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.

Recommendation / Staff Comments:

Staff Recommends: N/A

Sample Motion(s):

Discussion Only

Racial Profiling Analysis Report

OVILLA POLICE DEPT.

01. Total Traffic Stops:	3168	
02. Location of Stop:		
a. City Street	2950	93.12%
b. US Highway	0	0.00%
c. County Road	210	6.63%
d. State Highway	0	0.00%
e. Private Property or Other	8	0.25%
03. Was Race known prior to Stop:		
a. NO	3168	100.00%
b. YES	0	0.00%
04. Race or Ethnicity:		
a. Alaska/ Native American/ Indian	12	0.38%
b. Asian/ Pacific Islander	16	0.51%
c. Black	1171	36.96%
d. White	1573	49.65%
e. Hispanic/ Latino	396	12.50%
05. Gender:		
a. Female	1123	35.45%
i. Alaska/ Native American/ Indian	3	0.09%
ii. Asian/ Pacific Islander	7	0.22%
iii. Black	424	13.38%
iv. White	565	17.83%
v. Hispanic/ Latino	124	3.91%
b. Male	2045	64.55%
i. Alaska/ Native American/ Indian	9	0.28%
ii. Asian/ Pacific Islander	9	0.28%
iii. Black	748	23.61%
iv. White	1009	31.85%
v. Hispanic/ Latino	272	8.59%
06. Reason for Stop:		
a. Violation of Law	23	0.73%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%

Racial Profiling Analysis Report

iii. Black	5	21.74%
iv. White	16	69.57%
v. Hispanic/ Latino	2	8.70%
b. Pre-Existing Knowledge	6	0.19%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	3	50.00%
iv. White	2	33.33%
v. Hispanic/ Latino	1	16.67%

c. Moving Traffic Violation	2543	80.27%
i. Alaska/ Native American/ Indian	12	0.47%
ii. Asian/ Pacific Islander	16	0.63%
iii. Black	935	36.77%
iv. White	1254	49.31%
v. Hispanic/ Latino	326	12.82%

d. Vehicle Traffic Violation	596	18.81%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	228	38.26%
iv. White	301	50.50%
v. Hispanic/ Latino	67	11.24%

07. Was a Search Conducted:

a. NO	3069	96.88%
i. Alaska/ Native American/ Indian	12	0.39%
ii. Asian/ Pacific Islander	16	0.52%
iii. Black	1116	36.36%
iv. White	1540	50.18%
v. Hispanic/ Latino	385	12.54%
b. YES	99	3.13%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	56	56.57%
iv. White	33	33.33%
v. Hispanic/ Latino	11	11.11%

08. Reason for Search:

a. Consent	10	0.32%
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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	3	30.00%
iv. White	7	70.00%
v. Hispanic/ Latino	0	0.00%
b. Contraband in Plain View	3	0.09%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	1	33.33%
iv. White	2	66.67%
v. Hispanic/ Latino	0	0.00%
c. Probable Cause	85	2.68%
ii. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	50	58.82%
iv. White	24	28.24%
v. Hispanic/ Latino	11	12.94%
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	1	0.03%
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%
09. Was Contraband Discovered:		
YES	72	2.27%
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	41	56.94%

Racial Profiling Analysis Report

Finding resulted in arrest - YES	1	
Finding resulted in arrest - NO	40	
iv. White	21	29.17%
Finding resulted in arrest - YES	1	
Finding resulted in arrest - NO	20	
v. Hispanic/ Latino	10	13.89%
Finding resulted in arrest - YES	1	
Finding resulted in arrest - NO	9	
b. NO	27	0.85%
i. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	14	51.85%
iv. White	12	44.44%
v. Hispanic/ Latino	1	3.70%
10. Description of Contraband:		
a. Drugs	74	2.34%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	39	52.70%
iv. White	32	43.24%
v. Hispanic/ Latino	3	4.05%
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	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	

Racial Profiling Analysis Report

v. Hispanic/ Latino	0	
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	25	0.79%
i. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	13	52.00%
iv. White	7	28.00%
v. Hispanic/ Latino	5	20.00%
11. Result of Stop:		
a. Verbal Warning	1977	62.41%
i. Alaska/ Native American/ Indian	8	0.40%
ii. Asian/ Pacific Islander	10	0.51%
iii. Black	735	37.18%
iv. White	981	49.62%
v. Hispanic/ Latino	243	12.29%
b. Written Warning	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. Citation	1184	37.37%
i. Alaska/ Native American/ Indian	4	0.34%
ii. Asian/ Pacific Islander	6	0.51%
iii. Black	432	36.49%
iv. White	590	49.83%
v. Hispanic/ Latino	152	12.84%
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	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. Arrest	7	0.22%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	4	57.14%
iv. White	2	28.57%
v. Hispanic/ Latino	1	14.29%
12. Arrest Based On:		
a. Violation of Penal Code	3	0.09%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	2	66.67%
iv. White	1	33.33%
v. Hispanic/ Latino	0	0.00%
b. Violation of Traffic Law	1	0.03%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	1	100.00%
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	3	0.09%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	2	66.67%
iv. White	1	33.33%
v. Hispanic/ Latino	0	0.00%

Racial Profiling Analysis Report

13. Was Physical Force Used:

a. NO	3168	100.00%
i. Alaska/ Native American/ Indian	12	0.38%
ii. Asian/ Pacific Islander	16	0.51%
iii. Black	1171	36.96%
iv. White	1673	52.81%
v. Hispanic/ Latino	396	12.50%
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 01/10/2023

Racial Profiling Report | Full

Agency Name: OVILLA POLICE DEPT.
Reporting Date: 01/10/2023
TCOLE Agency Number: 139209

Chief Administrator: CHARLIE J. BENNETT II

Agency Contact Information:
Phone: (972) 617-7262
Email: jbenett@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: 01/10/2023

Total stops: 3168

Street address or approximate location of the stop

City street	2950
US highway	0
County road	210
State highway	0
Private property or other	8

Was race or ethnicity known prior to stop?

Yes	0
No	3168

Race / Ethnicity

Alaska Native / American Indian	12
Asian / Pacific Islander	16
Black	1171
White	1573
Hispanic / Latino	396

Gender

Female	1123
Alaska Native / American Indian	3
Asian / Pacific Islander	7
Black	424
White	565
Hispanic / Latino	124
Male	2045
Alaska Native / American Indian	9
Asian / Pacific Islander	9
Black	748
White	1009
Hispanic / Latino	272

Reason for stop?

Violation of law	23
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	5
White	16

Hispanic / Latino	2
Preexisting knowledge	6
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	3
White	2
Hispanic / Latino	1
Moving traffic violation	2543
Alaska Native / American Indian	12
Asian / Pacific Islander	16
Black	935
White	1254
Hispanic / Latino	326
Vehicle traffic violation	596
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	228
White	301
Hispanic / Latino	67
Was a search conducted?	
Yes	99
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	56
White	33
Hispanic / Latino	11
No	3069
Alaska Native / American Indian	12
Asian / Pacific Islander	16
Black	1116
White	1540
Hispanic / Latino	385
Reason for Search?	
Consent	10
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	3
White	7

Hispanic / Latino	0				
Contraband	3				
Alaska Native / American Indian	0				
Asian / Pacific Islander	0				
Black	1				
White	2				
Hispanic / Latino	0				
Probable	85				
Alaska Native / American Indian	0				
Asian / Pacific Islander	0				
Black	50				
White	24				
Hispanic / Latino	11				
Inventory	0				
Alaska Native / American Indian	0				
Asian / Pacific Islander	0				
Black	0				
White	0				
Hispanic / Latino	0				
Incident to arrest	1				
Alaska Native / American Indian	0				
Asian / Pacific Islander	0				
Black	1				
White	0				
Hispanic / Latino	0				
Was Contraband discovered?					
Yes	72				
		Did the finding result in arrest?			
		(total should equal previous column)			
Alaska Native / American Indian	0	Yes	0	No	0
Asian / Pacific Islander	0	Yes	0	No	0
Black	41	Yes	1	No	40
White	21	Yes	1	No	20
Hispanic / Latino	10	Yes	1	No	9
No	27				
Alaska Native / American Indian	0				
Asian / Pacific Islander	0				
Black	14				
White	12				
Hispanic / Latino	1				

Description of contraband	
Drugs	74
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	39
White	32
Hispanic / Latino	3
Weapons	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Currency	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Alcohol	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Stolen property	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Other	25
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	13
White	7
Hispanic / Latino	5
Result of the stop	
Verbal warning	1977

Alaska Native / American Indian	8
Asian / Pacific Islander	10
Black	735
White	981
Hispanic / Latino	243
Written warning	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Citation	1184
Alaska Native / American Indian	4
Asian / Pacific Islander	6
Black	432
White	590
Hispanic / Latino	152
Written warning and arrest	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Citation and arrest	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Arrest	7
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	4
White	2
Hispanic / Latino	1
Arrest based on	
Violation of Penal Code	3
Alaska Native / American Indian	0
Asian / Pacific Islander	0

Black	2
White	1
Hispanic / Latino	0
Violation of Traffic Law	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	1
Violation of City Ordinance	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Outstanding Warrant	3
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	2
White	1
Hispanic / Latino	0

Was physical force resulting in bodily injury used during stop?

Yes	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Resulting in Bodily Injury To:	
Suspect	0
Officer	0
Both	0
No	3168
Alaska Native / American Indian	12
Asian / Pacific Islander	16
Black	1171
White	1673
Hispanic / Latino	396

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	<input checked="" type="checkbox"/>
Use Department's submitted analysis	<input type="checkbox"/>

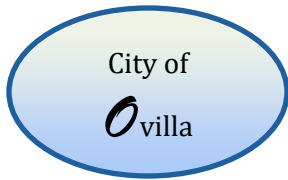
Optional Narrative

N/A

Submitted electronically to the



The Texas Commission on Law Enforcement



Ovilla City Council

AGENDA ITEM REPORT Item 2

Meeting Date: February 13, 2023

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 2. DISCUSSION/ACTION – Consideration of and action on Ordinance 2023-05 an Ordinance of the City of Ovilla, Texas, repealing and replacing ordinance no 2022-11, codified as Chapter 14 (Zoning), Article 5 (Administration), Section 45 (Zoning Board of Adjustment) of the Code of Ordinances of the City of Ovilla; providing for a Board of Adjustment; providing a savings clause; providing a severance clause; and setting an effective date.

Attachments:

1. Ordinance 2023-05 Re-establishing the Zoning Board of Adjustments

Discussion / Justification:

Background: In May of 2022 due to a lack of board members the City Council voted to replace the Zoning Board of Adjustment until a time that applications could be sought in order to completely fill the board. At this time staff has received seven (7) applications from Citizens to serve on the board. Staff followed up with each applicant to ensure that all applicants were still interested in serving once the City Council was able to appoint a board.

Recommendation / Staff Comments:

Staff Recommends: Approval

Sample Motion(s):

I move to approve/deny Ordinance 2023-05 an Ordinance of the City of Ovilla, Texas, repealing and replacing ordinance no 2022-11, codified as Chapter 14 (Zoning), Article 5 (Administration), Section 45 (Zoning Board of Adjustment) of the Code of Ordinances of the City of Ovilla; providing for a Board of Adjustment; providing a savings clause; providing a severance clause providing a savings clause; and setting an effective date.

ORDINANCE NO. 2022-05

AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, REPEALING AND REPLACING ORDINANCE NO 2022-11, CODIFIED AS CHAPTER 14 (ZONING), ARTICLE 5 (ADMINISTRATION), SECTION 45 (ZONING BOARD OF ADJUSTMENT) OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA; PROVIDING FOR A BOARD OF ADJUSTMENT; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERANCE CLAUSE; AND SETTING AN EFFECTIVE DATE

WHEREAS, the City of Ovilla is a Type A general law municipality;
and

WHEREAS, on June 14, 2010, the Ovilla City Council passed ordinance 2010.013 providing for, among other things, the establishment of a zoning board of adjustment; and

WHEREAS, on July 11, 2022, the Ovilla City Council passed Ordinance No. 2022-11 amending the membership of the Zoning Board of Adjustment; and

WHEREAS, the City Council finds and determines that it is in the best interest of the health, safety, and welfare of the citizens of the City of Ovilla to amend the Zoning Board of Adjustment Ordinance as set forth herein.

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

SECTION 1. REPEAL AND REPLACEMENT OF ORDINANCE 2022-11, CODIFIED AS CHAPTER 14, ARTILCE 5, SECTION 45, OF

THE CODE OF ORDINANCES OF THE CITY OF OVILLA. Ordinance 2022-11 which is codified as Chapter 14, Article 5, Section 45, of the Code of Ordinances of the City of Ovilla, is hereby repealed in its entirety and replaced with the following provisions:

SECTION 45 - ZONING BOARD OF ADJUSTMENT

Section 45 - Zoning Board of Adjustment

45.1 ESTABLISHMENT

A. Composition. A Zoning Board of Adjustment is hereby established and shall consist of five regular members and two alternate members to be appointed by the City Council. Each member shall be appointed for a term of two years by the City Council. Alternate members shall serve in the absence of regular member(s) in keeping with rules and procedures adopted by the Zoning Board of Adjustment.

B. Removal. Members of the Zoning Board of Adjustment may be removed from office by the City Council for cause upon written charges and after public hearing. Vacancies shall be filled by appointment of the City Council for the unexpired term of the member affected.

C. Quorum. All cases to be heard by the Zoning Board of Adjustment must be heard by a minimum number of four members.

D. Cause for Removal. Cause for removal shall include missing more than two consecutive meetings or three meetings in any one twelve (12) month period or such other misconduct as the City Council may establish by resolution.

45.2 TERMS OF OFFICE

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

B. Places. The members of the Board shall be identified by place numbers one through five. The odd-numbered places shall expire in the odd-numbered years; the even-numbered places shall expire in the even-numbered years.

45.3 PROCEDURE

A. Meetings.

1. The Board shall hold an organizational meeting on the third Monday in July of each year and shall elect a chair and a vice-chair from among its members before proceeding to any other matters of business.
2. Meetings shall be held as needed at the call of the chairman and at such other times as the Board may determine.
3. All meetings shall be open to the public, except as permitted by the Texas Open Meetings Act.

B. Minutes. The Zoning Board of Adjustment shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be public record and be immediately filed in the office of the Board, and which shall not become effective unless the Board has furnished a copy of the rules to the City Manager.

C. Rules. The Zoning Board of Adjustment shall adopt rules necessary to the conduct of its affairs and in keeping with the provisions of this ordinance and state statutes.

D. Quorum. A quorum for the conduct of business shall consist of four members of the Board.

E. Misconduct. The members of the Board shall regularly attend meetings and public hearings of the commission and shall serve without compensation. Three consecutive unexcused absences or such other

misconduct as the Council may specify by resolution shall constitute grounds for dismissal.

45.4 OFFICERS

A. Duties. Duties of the officers shall be as follows:

1. The chair shall preside at all meetings and may administer oaths and compel the attendance of witnesses, and shall have the same subpoena powers as the municipal court.
2. The vice-chair shall assist the chair in directing the affairs of the Board and act in the absence of the chair.

B. Term. Officers will serve for a term of one year or until a successor is appointed.

45.5 POWERS OF THE BOARD

The Zoning Board of Adjustment shall have the powers and exercise the duties of a Zoning Board of Adjustment in accordance with Section 211.009 of the Texas Local Government Code. The Board's jurisdiction shall extend to and include the hearing and deciding of the following types of appeals and applications, and to that end shall have the necessary authority to ensure continuing compliance with its decision. The Zoning Board of Adjustment shall have the following powers and duties:

A. Interpretation. To render an interpretation of the zoning regulations or the manner of their application where it is alleged there is error in any order, requirement, decision, or determination made by the administrative official in the administration of this ordinance. In reaching its decisions, the Board shall establish guidelines for future administrative action on like matters.

B. Special exceptions. To hear and decide upon those applications for special exceptions when the same is authorized under this ordinance subject to Board approval. A special

exception shall not be granted by the Zoning Board of Adjustment unless it finds:

1. That the use is specifically permitted under the ordinance and the requirements for such use are met; and
2. That the locations of proposed activities and improvements are clearly defined on the site plan filed by the applicant; and
3. That the exception will be wholly compatible with the use and permitted development of adjacent properties.

C. Variances. To authorize upon appeal in specific cases such variance from the height, yard area, coverage, and parking regulations set forth in this ordinance as may be necessary to secure appropriate development of a parcel of land which differs from other parcels in the district by being of such restricted area, shape, or slope that it cannot be appropriately developed without such modification. A variance from the terms of this ordinance shall not be granted by the Zoning Board of Adjustment unless and until it finds that:

1. Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district;
2. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance;
3. That the special conditions and circumstances do not result from the actions of the applicant;
4. The Board shall further make a finding that the reasons set forth in the application justify the granting of the variance, and that the variance is the minimum variance

that will make possible the reasonable use of the land, building or structure; and

5. The Zoning Board of Adjustment shall further make a finding that the granting of the variance will be in harmony with the general purpose and intent of this ordinance, and will not be injurious to the neighborhood, or otherwise detrimental to the public welfare.

D. Variance Uses. Under no circumstances shall the Board grant a variance to allow a use not permissible under the terms of this ordinance in the district involved, or any use expressly or by implication prohibited by the terms of this ordinance in said district.

E. Nonconforming Uses.

1. The Board may permit the reconstruction, extension, or enlargement of a building occupied by a nonconforming use on the lot or tract occupied by the building, and the addition of off-street parking or off-street loading to a nonconforming use.

2. The Board may require the discontinuance of nonconforming uses of land or buildings under any plan whereby the full value of the buildings and facilities can be amortized within a definite period of time, taking into consideration the general character of the neighborhood and the necessity of all property to conform to the regulations of this ordinance. All actions to discontinue a nonconforming use of land or structure shall be taken with due regard to the property rights of the persons affected, when considered in light of the public welfare and the character of the area surrounding the designated nonconforming use and the conservation and preservation of the property.

3. The Board shall, from time to time, on its own motion or upon cause presented by interested property owners,

inquire into the existence, continuation, or maintenance of any nonconforming use within the city.

45.6 APPEALS TO THE BOARD OF ADJUSTMENT

A. Interpretation. Appeals to the Zoning Board of Adjustment concerning interpretation or administration of this ordinance may be taken by any person aggrieved or by any officer, agency, department or commission of the city affected by any decision of the administrative official. Such appeals shall be taken within ten (10) business days of the date the decision has been rendered by filing with the administrative official from whom the appeal is taken, and with the Zoning Board of Adjustment a notice of appeal specifying the grounds for appeal. The administrative official shall forthwith transmit to the Board all papers constituting the record upon which the action appealed from was taken.

B. Stay of proceedings. An appeal stays all proceedings in furtherance of the action appealed from, unless the administrative official from whom the appeal is taken certifies to the Zoning Board of Adjustment after the notice of appeal is filed with him that, by reason of facts stated in the certificate, a stay would, in his opinion, cause imminent peril to life and property. In such case, proceedings shall not be stayed other than by a restraining order which may be granted by the Zoning Board of Adjustment or by a court of record on application, and on due cause shown.

C. Special Exception Application. An application for a special exception to use or develop property as specifically authorized in district use regulations or in this section may be filed by any person owning the affected property or by any tenant upon written authorization of the owner. Such application shall be filed with the Board, and a copy thereof with the administrative official.

D. Form of Appeal or Application. The appeal or application shall be in such form and contain such information as the Board may require under its rules of procedure. An incomplete appeal or application shall be deemed only to give notice of intent to appeal or apply to the Board, and

shall not be reviewed or scheduled for hearing until brought to completion.

E. Notice of Hearing. Official written notice of public hearing on every application for a variance or special exception or for an interpretation of regulations applying solely to an individual property shall be sent to all owners of property, or to the person rendering the same for city taxes, affected by such application, located within 200 feet of any property affected thereby, within not less than 10 days before such hearing is held. Such notice shall be served by using the last known address as listed on the town tax roll and depositing the notice, postage paid, in the United States mail. Notice of hearings on requests for interpretation of regulations applying to more than one property and ownership shall be given by means of a general notice as provided below. In addition, a list of items on the agenda to be heard by the Board shall be posted at a public place in City Hall at least 72 hours before the hearing on said items, and a list of agenda items shall be published in a newspaper of general circulation in the City at least twenty-four 24 hours before the hearing at which action will be considered.

45.7 HEARING AND DECISION

A. Generally. The Board shall fix a reasonable time for the hearing of appeal, give public notice thereof as well as notice to the parties in interest, and decide the same within a reasonable time. At the hearing, any party may appear in person or by agent or attorney. Evidence supporting the grant or denial of an appeal shall be submitted only through the administrative official or to the Board in public meeting. An appeal or application may be withdrawn upon written notice of the administrative official, but no appeal shall be withdrawn after posting of hearing notice and prior to Board action thereon without formal consent of the Board.

B. Decision and Voting. Every decision of the Board shall be based upon findings of fact and every finding of fact shall be supported in the record of proceedings. The enumerated conditions required to exist on any matter upon which the Board is authorized to pass under this ordinance shall be construed as limitations on the power of the Board to act.

1. Nothing herein contained shall be construed to empower the Board to change the terms of this ordinance, or to effect changes in the zoning districts. The powers of the Board shall be so applied that the terms of this ordinance will be strictly enforced.
2. In exercising its powers, the Board, so long as such action is in conformity with the provisions of Section 211.008 Board of Adjustment through Section 211.013 Conflict with Other Laws. Exceptions of the Texas Local Government Code, may modify in whole or in part any order, requirement, decision or determination appealed from and may make such order, requirements, decision or determination as ought to be made, and to that end shall have the powers of the administrative official from whom the appeal is taken.
3. The concurring vote of four members of the Board shall be necessary to reverse any order, requirement, decision or determination of the administrative official, or to decide in favor of the applicant on any matter upon which it is required to pass under this ordinance, or to authorize a variance from these regulations.

C. Disqualification from voting.

1. A member shall disqualify himself from voting whenever he finds that he has a personal or monetary interest in the property under appeal, or that he will be directly affected by the decision of the Board; or as otherwise required by the Texas Local Government Code.
2. A member may disqualify himself from voting whenever any applicant, or his agent, has sought to influence the vote of the member on the appeal, other than in the public hearing.

45.8 DECISION

A. Approval of Request. In approving any request, the Zoning Board of Adjustment may impose such conditions in connection therewith in order to secure substantially the objectives of the regulations or provisions to

which such variance is granted and to provide adequately for the maintenance of the integrity and character of the zone in which such permit is granted. In exercising its powers, the Board may modify, in whole or in part, any order, requirements, decision or determination as ought to be made. To that end, the Board shall have the powers of the administrative official, from whom the appeal is taken.

When necessary, the Zoning Board of Adjustment may require guarantees, in such form as it deems proper, to ensure that conditions designated in connection therewith are being or will be complied with.

B. Expiration of Relief. Unless a building permit or certificate of occupancy is obtained, an appeal shall expire 60 days after the Board's decision unless a greater time is requested in the application and is authorized by the Board. Any approval may be granted one emergency extension of 60 days on written request filed with the Board before expiration of the original approval.

C. Denial of Request. No appeal or application that has been denied shall be further considered by the Board under a subsequent request obtained by filing new plans and obtaining of a new decision from the administrative official unless:

1. The new plans materially change the nature of the request;
or
2. The permitted development of other nearby property in the same zone has been substantially altered or changed by a ruling of the Board, so as to support an allegation of changed conditions.

D. Withdrawal of Request. An application withdrawn at or before the Board meeting may be resubmitted at any time for hearing before the Board, provided that another application fee is paid.

45.9 APPEALS OF ZONING BOARD OF ADJUSTMENT ACTION

Any person or persons, or any board, taxpayer, department, commission or agency of the city aggrieved by any decision of the Zoning Board of

Adjustment may seek review by a court of record a petition duly certified, setting forth that such decision is illegal in whole or in part, specifying the grounds of such illegality. Shall petition shall be presented to the court within ten days after the filing of the decision complained of in the office of the Zoning Board of Adjustment, and not thereafter.

45.10 AUTHORIZED SPECIAL EXCEPTIONS

The following privately owned or privately-operated uses may be permitted as special exceptions by the Zoning Board of Adjustment in the districts indicated below, subject to full and complete compliance with any and all conditions listed, together with such other conditions as the Board may impose for protection of the public health or safety:

Table 45.A		
Special Exception		District Where Permitted
Shared use of the same off-street parking areas by two or more uses as follows:		CR, CG, I
	a. When two or more uses, according to such approved plan, share the same off-street parking area, each may be considered as having provided such shared space individually.	
	b. The land uses and common parking facility must be located in close proximity to one another.	
	c. The land uses must be located not farther from the shared parking than a distance of 300 feet, measured by a straight line from the nearest point of the land on which the use is served is located to the nearest point of the separated off-street parking space.	

Off-site parking when the following applies:	CR, CG, I
a. Must be located not farther from the use served than a distance of 300 feet, measured by a straight line from the nearest point of the land on which the use is served is located to the nearest point of the separated off-street parking space.	
b. A written agreement shall be drawn to the satisfaction of the city attorney and executed by all parties concerned assuring the continued availability of the off-site parking facilities for the use they are intended to service.	
Additional Height for Parking Lot Light Poles	All Districts
Exceed Illumination of 20 foot-candle for Public and Semi-Public Facilities	All Districts
Permit Laser Source Lights, Searchlights, Floodlights, Up-lighting of displays and bldgs, and Mercury Vapor lights	All Districts
Reduction (between 1% and 15%) of required parking	CR, CG, I
Antenna facilities which do not meet the requirements of Section 37 Wireless communication Facilities	See Section 37 ,

Additional height over the maximum permitted requirement	CR, CG, I
--	-----------

45.11 FEES

There shall be a fee assessed for each request for a variance or special exception appeal submitted to the Board to this ordinance, in accordance with the City's Fee Schedule.

SECTION 2. SAVINGS CLAUSE. This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances for the City of Ovilla, Texas, as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event, conflicting provisions of such ordinances and Code are hereby superseded.

SECTION 3. SEVERANCE CLAUSE. Should any word, sentence, paragraph, subdivision, clause, phrase, or section of this Ordinance, or of the Code of Ordinances, as amended hereby, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Ordinance or the Code of Ordinances, as amended hereby, which shall remain in full force and effect.

SECTION 4. EFFECTIVE DATE. Because of the nature of the interests sought to be protected and of the safeguards sought to be provided by this Ordinance, and in the interest of the health, safety, and welfare of the citizens of Ovilla, Texas, this Ordinance shall take effect immediately after its passage, approval, and publication as required by law.

SECTION 5. PUBLICATION. The City Secretary is hereby authorized and directed to cause publication of the descriptive caption and penalty clause hereof as an alternative method of publication provided by law.

PASSED, APPROVED and ADOPTED by the City Council, the City of Ovilla, Texas, on this the 13th day of February, 2023.

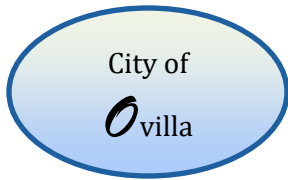
Richard Dormier, Mayor

ATTEST:

Bobbie Jo Taylor, City Secretary

APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney



Ovilla City Council

AGENDA ITEM REPORT Item 3

Meeting Date: February 13, 2023

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 of and action on appointing a Zoning Board of Adjustment.

Attachments:

1. Applications for the Zoning Board of Adjustments

Discussion / Justification:

Background: Re-establishing the board will require that five (5) positions and two (2) alternate positions be appointed. Places 1,3,5, and 7(alternate) will expire in June 2025. Places 2,4, and 6 (alternate) will expire in June of 2024.

Applicants:

1. Barbara Betik – has previously served
2. Carol Richtsmeier- has previously served
3. Stephanie Heimbuch – has previously served
4. Deborah Kennedy
5. Joel Johnson
6. Michael Aguiard
7. Phil Lynch

Recommendation / Staff Comments:

Staff Recommends: Appointment

Sample Motion(s):

I move to appoint the following places:

- Place 1 _____
Place 2 _____
Place 3 _____
Place 4 _____
Place 5 _____
Place 6 _____ (alternate)
Place 7 _____ (alternate)



This information is a Public Record.
Public Service opportunities are offered by the City of Portland without regard
to race, color, national origin, religion, gender, or disability.

**CITY OF PORTLAND
BOARD AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION**

The City of Portland provides information regarding the Board and Commissions and the application process to the public. The information is provided for the purpose of providing the public with the information they need to know about the City of Portland and the Board and Commissions. The information is provided for the purpose of providing the public with the information they need to know about the City of Portland and the Board and Commissions.

Board and commission members must meet the required qualifications listed below:

- ✓ Be a resident of the city for at least 6 months prior to date of appointment.
- ✓ Be a qualified voter at the time of the appointment.
- ✓ Have no criminal record that is considered by the City Council to be an obstacle that it would be a disqualification due to being convicted.
- ✓ Not be an adversary party to pending litigation or have signed the City Council for various reasons (pending).
- ✓ Not be an employee or a business associate of either an adversary party or a representative of an adversary party.
- ✓ Not be involved in the laws, rules, or regulations of the city or the city council.
- ✓ Have a credible record of attendance and performance in the previous Board service.

If you are interested in applying for more than one position, please indicate that you have checked in order of your preference by putting a number in the space to the left of the board/commission/committee for which you are applying (1 = first choice, 2 = second choice, etc.).

BOARD, COMMISSIONS, COMMITTEES

- ☒ Board of Adjustment
- ☐ Economic Development Corporation
- ☐ Municipal Development District
- ☐ Planning and Zoning Commission

MEETING INFORMATION

- ✓ Board of Adjustment: 1st Monday of each month or as necessary - 7:00 PM
- ✓ Economic Development Corporation: 1st Monday of each month or as necessary - 6:00 PM
- ✓ Municipal Development District: As necessary
- ✓ Planning and Zoning Commission: 1st Monday of each month or as necessary - 8:00 AM

Name: Barbara L. Lick

HOME ADDRESS: [REDACTED]

INTERESTS: [REDACTED]

RETURN TO THE BOARD OF DIRECTORS OF THE CITY OF MOBILE, ALABAMA
1.1 DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVICE ON A PARTICULAR
COMMITTEE?

1.2 HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN THE PAST?

1.3 HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANY OTHER
MUNICIPALITY?

IF YES TO ANY OF THE ABOVE, PLEASE LIST THE ORGANIZATION, COMMUNITY AND YEARS SERVED

1.4 PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU HAVE PARTICIPATED.

1.5 DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBERS OF THE CITY COUNCIL OR
SERVE ON ANY CITY BOARD?

1.6 WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS ACTIVITIES? (Please include if
you are self-employed, homemaker, retired)

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission to
which I have applied or to the Board/Commission to which I am needed.

SIGNATURE

PRINTED NAME OF APPLICANT



CITY OF MOBILE OFFICIAL USE ONLY

DATE APPOINTED

COMMITTEE APPOINTED TO

DESIGNED BY CITY HALL
100 NORTH CHANDLER STREET, MOBILE
MOBILE, AL 36684
(904) 681-1234

ATTENTION: Human Resources Department

RETURN TO CITY SECRETARY'S OFFICE OR EMAIL TO btaylor@cityofovilla.org

DATE RECEIVED: _____



This Information is a Public Record
*Public Service opportunities are offered by the City of Ovilla without regard
 To race, color, national origin, religion, gender, or disability.*

CITY OF OVILLA
BOARDS AND COMMISSIONS
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 and desired commitment to serve on a board or commission, please complete the following.

Board and commission members must meet the required qualifications listed below:

- ✓ Be a resident of the city for at least 6 months prior to date of appointment.
- ✓ Be a qualified voter at the time of the appointment.
- ✓ Have no criminal record that is considered by the City Council to be so serious that it serves as a disqualification (i.e. felony conviction).
- ✓ Not be an adversary party to pending litigation or claim against the city (except for eminent domain proceedings).
- ✓ Not to be an employee or a business associate of either an adversary party or a representative of an adversary party.
- ✓ Not in arrears on city taxes, water service charges or other obligations owed to the city; and
- ✓ Have a creditable record of attendance and performance in any previous board service.

If you are interested in applying for more than one position, please indicate your top three choices in order of your preference by placing a number in the space to the left of the board/commission/committee for which you are applying (#1 being your 1st choice, #3 being your last choice)

BOARDS, COMMISSIONS, COMMITTEES

MEETING INFORMATION

- | | |
|---|--|
| <input checked="" type="checkbox"/> Board of Adjustment | 3 rd Monday of each month or as necessary – 7:00 PM |
| <input type="checkbox"/> Economic Development Corporation | 3 rd Monday of each month or as necessary – 6:00 PM |
| <input type="checkbox"/> Municipal Development District | As necessary |
| <input type="checkbox"/> Planning and Zoning Commission | 1 st Monday of each month or as necessary – 6:00 PM |

NAME Carol Richtsmeier

HOME ADDRESS [REDACTED]

HOW LONG HAVE YOU LIVED IN OVILLA? 34 yrs EMAIL [REDACTED]

HOME TELEPHONE [REDACTED] BUSINESS TELEPHONE [REDACTED]

PROFESSION Current realtor, also retired educator

INTERESTS Community issues, housing/real estate, education,
dog agility

RETURN TO CITY SECRETARY'S OFFICE OR EMAIL TO btaylor@cityofovilla.org**1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?**

As a realtor, I understand homeowners, housing issues,
city ordinances and the importance of communication

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

Served as a member as well as chair of the Board of
Adjustment

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

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

no

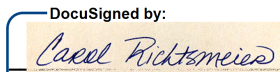
4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

- ❖ Member of the Red Oak ISD Superintendent's Advisory Committee
- ❖ Communications director for the Dallas Police Retired Officers Association
- ❖ Member and past president and secretary of ADK, a philanthropic association of educators

5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? (YES OR NO) If yes, please list:**6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, homemaker, retired)**

Currently a realtor with The Butcher Group of Ebby Halliday and a retired school teacher

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied or to the Board/Commission to which I am needed.

DocuSigned by:

Signature

7/13/2022

DATE

Carol Richtsmeier

PRINTED NAME OF APPLICANT



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED _____ **COMMITTEE APPOINTED TO** _____

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

ATTENTION: Bobbie Jo Taylor btaylor@cityofovilla.org

DATE RECEIVED: _____



This Information is a Public Record
*Public Service opportunities are offered by the City of Ovilla without regard
 To race, color, national origin, religion, gender, or disability.*

**CITY OF OVILLA
 BOARDS AND COMMISSIONS
 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 and desired commitment to serve on a board or commission, please complete the following.

Board and commission members must meet the required qualifications listed below:

- ✓ Be a resident of the city for at least 6 months prior to date of appointment.
- ✓ Be a qualified voter at the time of the appointment.
- ✓ Have no criminal record that is considered by the City Council to be so serious that it serves as a disqualification (i.e. felony conviction).
- ✓ Not be an adversary party to pending litigation or claim against the city (except for eminent domain proceedings).
- ✓ Not to be an employee or a business associate of either an adversary party or a representative of an adversary party.
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If you are interested in applying for more than one position, please indicate your top three choices in order of your preference by placing a number in the space to the left of the board/commission/committee for which you are applying (#1 being your 1st choice, #3 being your last choice)

BOARDS, COMMISSIONS, COMMITTEES	MEETING INFORMATION
<input checked="" type="checkbox"/> Board of Adjustment	3 rd Monday of each month or as necessary – 7:00 PM
<input type="checkbox"/> Economic Development Corporation	3 rd Monday of each month or as necessary – 6:00 PM
<input type="checkbox"/> Municipal Development District	As necessary
<input type="checkbox"/> Planning and Zoning Commission	1 st Monday of each month or as necessary – 6:00 PM

NAME	<u>Deborah Kennedy</u>
HOME ADDRESS	[REDACTED]
HOW LONG HAVE YOU LIVED IN OVILLA?	<u>16 years</u> [REDACTED]
HOME TELEPHONE	[REDACTED]
BUSINESS TELEPHONE	[REDACTED]
PROFESSION	<u>Retired/Marketing Manager International</u>
INTERESTS	<u>Design, Art, Gardening, Books, History</u>

1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

BQA - until 2012

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

BQA

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY? NO

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

4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

- ❖ Ovilla Service League
- ❖ Ovilla Garden Club
- ❖

5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? (YES OR (NO)) If yes, please list:

6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, homemaker, retired) Retired

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied or to the Board/Commission to which I am needed.

Deborah Kennedy
SIGNATURE

1/06/2023
DATE

DEBORAH KENNEDY
PRINTED NAME OF APPLICANT



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED _____ COMMITTEE APPOINTED TO _____

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BOARDS, COMMISSIONS, COMMITTEES

MEETING INFORMATION

- | | |
|---|--|
| <u>3</u> Board of Adjustment | 3 rd Monday of each month or as necessary – 7:00 PM |
| <u>1</u> Economic Development Corporation | 3 rd Monday of each month or as necessary – 6:00 PM |
| <u>2</u> Municipal Development District | As necessary |
| ___ Planning and Zoning Commission | 1 st Monday of each month or as necessary – 6:00 PM |

NAME Joel "Brett" Johnson

HOME ADDRESS [REDACTED]

Ovilla TX, 75154

HOW LONG HAVE YOU LIVED IN OVILLA? 6 mos. EMAIL [REDACTED]

HOME TELEPHONE [REDACTED] BUSINESS TELEPHONE N/A

PROFESSION Agile Delivery Manager

INTERESTS Economics, Local Government Policies, Sports, Reading, Time with family

1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

I have experience in decision making for large amounts of people, I have an MBA, I want what's best for our community.

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

No

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

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

No

4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

❖ N/A

❖

❖

5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? (YES OR NO) If yes, please list:

NO

6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, homemaker, retired) Learfield

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied or to the Board/Commission to which I am needed.

Brett Johnson
SIGNATURE

09/29/2022

DATE

Joel "Brett" Johnson
PRINTED NAME OF APPLICANT



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED _____ **COMMITTEE APPOINTED TO** _____

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BOARDS, COMMISSIONS, COMMITTEES

MEETING INFORMATION

- | | |
|---|--|
| <input checked="" type="checkbox"/> Board of Adjustment | 3 rd Monday of each month or as necessary – 7:00 PM |
| <input type="checkbox"/> Economic Development Corporation | 3 rd Monday of each month or as necessary – 6:00 PM |
| <input type="checkbox"/> Municipal Development District | As necessary |
| <input type="checkbox"/> Planning and Zoning Commission | 1 st Monday of each month or as necessary – 6:00 PM |

NAME Michael (Mike) S Aguillard

HOME ADDRESS [REDACTED]

HOW LONG HAVE YOU LIVED IN OVILLA? 5 months EMAIL [REDACTED]

HOME TELEPHONE [REDACTED] BUSINESS TELEPHONE [REDACTED]

PROFESSION Banking - VP/Retail District Manager

INTERESTS Spending time with family/friends, watching son play baseball/football, snow skiing, golf

1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

Yes, I served on the City of Mansfield Zoning Board of Adjustments from Oct 2014-Aug 2021.

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

No

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

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

City of Mansfield Zoning Board of Adjustments, Oct 2014-Aug 2021

4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

- ❖ Mansfield Area Chamber of Commerce, BOD (2015-2018, 2018-2023)
- ❖ Rotary Club of Mansfield, Member, BOD (2019-2022)
- ❖ _____

5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? (YES OR NO) If yes, please list:

No

6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, homemaker, retired) American National Bank of Texas

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied or to the Board/Commission to which I am needed.


SIGNATURE

12/05/2022

DATE

Michael (Mike) S Aguillard

PRINTED NAME OF APPLICANT



CITY OF OVILLA OFFICIAL USE ONLY

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OVILLA, TX 75154
972-617-7262**

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CITY OF OVILLA
BOARDS AND COMMISSIONS
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BOARDS, COMMISSIONS, COMMITTEES	MEETING INFORMATION
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NAME

HOME ADDRESS

HOW LONG HAVE YOU LIVED IN OVILLA?

EMAIL

HOME TELEPHONE

BUSINESS TELEPHONE

PROFESSION

INTERESTS

PHIL LYNCH
[Redacted]
[Redacted]
76y
[Redacted]
Business Owner
Off roading - fishing hunting
Camping - outdoors welding fabricating

1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

24 years Bot Directors EA District
Board - Gingerbread House - Trustee - Virgilio Church

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

No

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

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

ELLIS APPRAISAL DISTRICT

4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

Volunteer Fire Dept
Hariboss Day
OVILLA SERVICE LEAGUE

5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? (YES OR NO) If yes, please list:

CAROL LYNCH - P + 2 BOARD

6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, homemaker, retired)

Retired

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied or to the Board/Commission to which I am needed.

SIGNATURE

P. Lynch

DATE

7/12/2022

PRINTED NAME OF APPLICANT

Pam Lynch



CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED _____ COMMITTEE APPOINTED TO _____

RETURN TO CITY HALL,
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972-617-7262

ATTENTION: Bobbie Jo Taylor btaylor@cityofovilla.org



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CITY OF OVILLA
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✓ BOARDS, COMMISSIONS, COMMITTEES	MEETING INFORMATION
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<input type="checkbox"/> Economic Development Corporation	3 rd Monday of each month or as necessary – 6:00 PM
<input type="checkbox"/> Municipal Development District	As necessary
<input type="checkbox"/> Planning and Zoning Commission	1 st Monday of each month or as necessary – 6:00 PM

NAME STEPHANIE HEIMBUCH

HOME ADDRESS [REDACTED]

HOW LONG HAVE YOU LIVED IN OVILLA? 7 yr EMAIL [REDACTED]

cell [REDACTED] HOME TELEPHONE [REDACTED] BUSINESS TELEPHONE [REDACTED]

PROFESSION EDUCATOR - PRINCIPAL

INTERESTS GARDENING, READING, WORKING WITH CHILDREN

- 1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

I have served on the Board of Adjustments
for the last 5 years

- 2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

Board of Adjustment

- 3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

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

no

- 4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

- ❖ I am an educator for 28 years
- ❖ I serve at Meals on wheels & foodpantries
- ❖ I serve through my local church

- 5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? (YES OR NO) If yes, please list:

no

- 6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, homemaker, retired) Principal at

Dunaway Elementary in Waxahachie

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied or to the Board/Commission to which I am needed.

Stephanie Heimbuch
SIGNATURE

8/21/22
DATE

STEPHANIE HEIMBUCH
PRINTED NAME OF APPLICANT

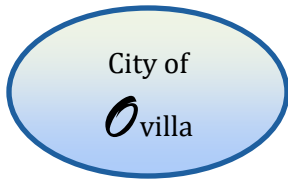


CITY OF OVILLA OFFICIAL USE ONLY

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OVILLA, TX 75154
972-617-7262

ATTENTION: Bobbie Jo Taylor btaylor@cityofovilla.org



Ovilla City Council

AGENDA ITEM REPORT Item 4

Meeting Date: February 13, 2023

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 4. DISCUSSION/ACTION - Consideration of and action on Resolution No. 2023-01 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.

Attachments:

1. Resolution 2023-01
2. 2022 Year in Review Newsletter
3. Staff Report
4. Master City List
5. 2023 Invoice

Discussion / Justification:

Background: The City of Ovilla is a member of a 171-member city coalition known as the Steering Committee of Cities Served by Oncor (Steering Committee). The resolution approves the assessment of a ten-cent (\$0.10) per capita fee to fund the activities of the Steering Committee.

The Steering Committee undertakes activities on behalf of municipalities for which it needs funding support from its members. Municipalities have original jurisdiction over the electric distribution rates and services within the city. The Steering Committee has been in existence since the late 1980s. It took on a formal structure in the early 1990s. Empowered by city resolutions and funded by per capita assessments, the Steering Committee has been the primary public interest advocate before the Public Utility Commission, ERCOT, the courts, and the Legislature on electric utility regulation matters for over three decades.

The Steering Committee is actively involved in rate cases, appeals, rulemaking, and legislative efforts impacting the rates charged by Oncor Electric Delivery Company, LLC within the City. Steering Committee representation is also strong at ERCOT. It is possible that additional efforts will be necessary on new issues that arise during the year, and it is important that the Steering Committee be able to fund its participation on behalf of its member cities. A per capita assessment has historically been used and is a fair method for the members to bear the burdens associated with the benefits received from that membership.

Recommendation / Staff Comments:
Staff Recommends: Appointment
Sample Motion(s):
I move to approve/deny Resolution No. 2023-01 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.

RESOLUTION NO. 2023-01

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 2022 meeting set a budget for 2023 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 Ovills 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 13th day of February, 2023, by a vote of _____ ayes and _____ nays at a regular meeting of the City Council of the City of Ovilla, Texas.

Signature
Mayor

ATTEST:

Signature
City Secretary

APPROVED AS TO FORM:

Signature
City Attorney

2022 OCSC NEWSLETTER

Steering Committee of
Cities Served by
Oncor

2022 YEAR IN REVIEW ISSUE

This past year was an active one for the Steering Committee of Cities Served by Oncor. This Year in Review edition of the OCSC newsletter highlights significant 2022 events and looks ahead to 2023.

OCSC Welcomes New 2022 Members

The Steering Committee of Cities Served by Oncor welcomed several new members to the coalition in 2022, including the cities of Seymour, Garrett, Lavon, Gunter and Hutchins. OCSC, an organization of more than 160 Texas cities with residents served by the Oncor transmission and distribution utility, represents consumer interests in ratemaking matters at the Public Utility Commission of Texas. Membership in this standing committee is determined by passage of a resolution by each governing body.

Oncor Rate Case Update

On December 28, 2022, after several months of deliberation, the State Office of Administrative Hearing (SOAH) released its Proposal for Decision (PFD) in Oncor's ongoing rate case, PUC Docket No. 53601. Oncor initially filed its application to change rates with the Public Utility Commission of Texas on May 13, 2022, requesting an annual retail base rate revenue requirement of \$5.811 billion. Put differently, Oncor sought a \$251 million increase to its revenue requirement, which represents a 4.5 percent increase over its adjusted test-year revenues. If adopted, the requested revenue requirement would have increased residential rates by 11.2 percent.

OCSC played an active role throughout the case, with recommendations focused on striking an appropriate balance between consumer rates and Oncor's capital recovery. OCSC recommended that the PUC reduce Oncor's requested revenue requirement by \$525.7 million. If adopted, this reduction would result in a \$275 million reduction to Oncor's 2021 test-year revenue requirement.

SOAH agreed that Oncor's requested rates would unduly burden consumers. Accordingly, the PFD recommends that the PUC decrease Oncor's test-year revenue requirement by \$60.6 million.

To reach its conclusion, among other things, SOAH found that:

- Oncor's current capital structure of 57.5% long-term debt and 42.5% common equity is appropriate.
- Oncor's Return on Equity (ROE) should be 9.3% rather than Oncor's requested ROE of 10.30%.
- The PUC should not consider Oncor's mobile generation unit leasing costs, which accounted for \$3.1 million of Oncor's rate base, in Oncor's revenue requirement.
- A ten-year amortization period for all non-tax regulatory assets and liabilities, except the Intangible Amortization Over-Recovery Liability, is appropriate. The Intangible

Amortization Over-Recovery Liability should have a five-year amortization period.

The PFD also addresses substantive concerns raised by OCSC in hearing. For example, the PFD recommends that the PUC include language in Oncor's tariff that expressly grants city customers input in selecting street light alternatives.

The PFD, if adopted by the PUC commissioners,

would substantially lower Oncor's requested revenue requirement and, among other things, ensure that city customers have appropriate input in key decisions such as Oncor's streetlamp selections. To take effect, the PFD still must be adopted by the PUC Commissioners. The Commissioners should issue their decision soon, likely at the next PUC Open Meeting on January 12, 2023.

Find more information at the PUC website, under Docket No. 53601.

Policymakers Consider Post-Winter Storm Uri Market Reforms

In response to the statewide power outages from the previous year, the Public Utility Commission during 2022 continued its consideration of potentially far-reaching reforms for the ERCOT market.

Broadly referred to as "Phase II" reforms, the market modifications — if authorized — could lead to generation capacity additions but likewise add to consumer costs. Consideration of these Phase II changes followed the adoption of so-called "Phase I" changes in 2021. These previous changes included new weatherization requirements for power plants and modifications to existing operational rules at ERCOT.

On Nov. 10, the Public Utility Commission released an independent study from the San Francisco-based E3 consulting firm that outlined several Phase II reform options. These included a "Performance Credits Mechanism" model favored by PUC chair Peter Lake, and a separate "Forward Reliability Market" favored by the E3 consultants themselves.

However, both proposals as well as others in the E3 report drew pushback from key lawmakers during 2022. Some representatives of influential ERCOT stakeholder groups and the state's independent monitor of the ERCOT market also panned the E3 analysis during Nov. 17 and Dec. 5 legislative hearings.

Reform Options

The Forward Reliability Market (recommended by the E3 consultants) and the Performance Credits Mechanism (favored by PUC Chair Lake) share various operational similarities and would impact consumers in similar ways. For example, both would add approximately \$460 million per year to energy costs, according to the E3 report. Both also appear similar to "capacity market" concepts historically rejected in Texas.

More specifically, the Forward Reliability Market ("FRM") design recommended by the E3 consultants would establish a reliability standard within ERCOT — that is, a level of targeted capacity reserves based on calculated outage risks — and then a corresponding quantity of reliability credits would be created to fulfill that standard. Market participants would acquire these reliability credits through a mandatory, centrally cleared forward market administered by ERCOT.

By contrast, PUC Chair Lake's favored Performance Credits Mechanism ("PCM") design would establish a reliability standard along with a corresponding quantity of performance credits. The performance credits would be purchased by load-serving entities, and the value of the credits would go to generation resources based on their availability during high-risk hours. The overall value of the credits would be determined by an administratively set demand curve. In addition, the PCM design allows for load-serving entities and generators to trade Performance Credits during the year, through a voluntary market.

Other market designs examined by E3 include the state's status quo Energy Only design, a Load Serving Entity Reliability Obligation design, a Backstop Reliability Service design, a Dispatchable Energy Credits design, and a hybrid of the Backstop Reliability Service and Dispatchable Energy Credits designs.

Legislative Concerns

These market reform efforts pursued by the PUC and the E3 report took center stage during a pair of legislative committee meetings — a Nov. 17 meeting of the Senate Business and Commerce Committee, and a Dec. 5 meeting of the House State Affairs committee. The E3 consultants themselves did not appear at either meeting — an absence described as “bad form” by one of the lawmakers.

Of the two committee meetings, it was that of Senate Business and Commerce in which lawmakers expressed the most skepticism about the report’s findings. For instance, Sen. Charles Schwertner, chair of the Senate Business and Commerce Committee, questioned whether any of the plans would guarantee the construction of new thermal generation. In addition, all nine Senate committee members signed onto a critical Dec. 1 letter addressed to the PUC. The lawmakers wrote in it that none of the proposals so far under consideration adhered to the goals set forth in Senate Bill 3, which was omnibus energy reform legislation adopted in 2021. “It is not in the best interest of our constituents to support any proposal that further delays investments in new dispatchable generation, and the Commission should carefully consider the unintended consequences of any type of proposal that creates more uncertainty for market participants,” the lawmakers wrote.

PUC Chair Lake defended the E3 report during both legislative hearings and said that three of the agency’s five commissioners have expressed qualified support for the PCM option. According to Lake, the extra consumer costs associated with that option are worthwhile because of its reliability benefits. He said that if it turned out more reliability was unneeded, then the extra costs would be inconsequential. “Anything short of a comprehensive reliability standard and reliability service like the PCM is just a band-aid,” Lake told members of the State Affairs Committee.

Lake said the PUC would adopt one of the planned options during the commissioners’ January 12 meeting, but not authorize implementation until after they receive input from the Texas Legislature during the upcoming session that convenes on January 10.

2022 Interim Filings

In addition to the ongoing general rate, Oncor also submitted interim rate requests during 2022.

Energy Efficiency Cost Recovery Factor Order

On May 31, Oncor filed an application with the PUC to adjust its Energy Efficiency Cost Recovery Factor to recover \$83,058,209 in program costs incurred during 2023. This included the energy-efficiency costs of \$51,665,637, a net under recovery of \$2,603,394 for 2021 program costs and other expenses. Under an agreement with OCSC and other parties, Oncor will reduce its recovery by \$200,000, for a total of \$82,858,209. The resulting EECRF charge for residential consumers amounts to \$.001028 per kilowatt hour, or approximately \$1.34 cents for a customer consuming

1,300 kilowatt hours of electricity per month. The PUC adopted the order on September 15, 2022. More information can be found in PUC Docket No. 53671.

Transmission Cost of Service Order

On January 26, 2022, Oncor filed an application seeking an interim update of its previously approved transmission cost of service and wholesale transmission rate. On March 31, an approval was granted adjusting Oncor’s annual revenue on an interim basis to \$1,247,772,772 and adjusting its wholesale transmission rate to \$17,212.955892 per megawatt.

Find more information at the PUC website, under Docket No. 53145.

Oncor Distribution Spending and Reliability Update

Even while nearly tripling its spending in gross capital additions to its distribution systems over the years, Oncor’s service reliability decreased, according to the seventh annual “Electric Distribution System spending and Reliability Report” released Sept. 7 by the Texas Public Utility Commission.

An annual report that tracks reliability and reliability-related spending trends, the latest iteration covers the ten-year period from 2012-2021 and included findings for Oncor, as well as other major Texas utilities such as CenterPoint, AEP Texas, El Paso Electric Company, Entergy Texas, Southwestern Electric Power Company, Southwestern Public Service Company, and Texas-New Mexico Power Company.

Under the report, the frequency of outages is benchmarked through a “System Average Interruption Frequency Index,” or “SAIFI.” The report likewise employs the “System Average Interruption Duration Index” or “SAIDI,” to rank Texas distribution utilities by average interruption time on a per-customer basis. All else equal, a lower SAIDI represents better reliability.

Both SAIDI and SAIFI calculations in the report do not account for momentary service interruptions. Further, the report specifically does not mention Winter Storm Uri, although presumably the devastating February 2021 storm contributed to the exponential increases in SAIFI and SAIDI observed from 2020 to 2021.

Report highlights pertaining to Oncor include:

- From 2012 to 2021, Oncor’s distribution gross capital additions per customer nearly tripled, from about \$120 per customer to \$300 per customer.
- Oncor’s major event SAIFI value increased from .5 interruptions per customer in 2020 to 1.20 interruptions per customer in 2021. Major event interruptions from 2012 to 2021 ranged from about .5 interruptions to 1.20 interruptions depending on the year.
- Oncor’s major events SAIDI value increased from ninety interruptions per customer in 2020 to about five hundred interruptions per customer in 2021. Prior to this peak, there was one other peak (though not nearly as high) in 2019 due to Hurricane Harvey.

The report can be found on the PUC website, under Docket No. 46735.

Oncor Financial Results

Oncor Electric has reported net income of \$318 million during the three months ending September 30, as compared to net income of \$258 million for the same period in 2021, according to the most recent financial report the Texas electric utility released to investors.

The company attributed the \$60 million quarter-over-quarter increase to higher weather-related consumption, increases in customer growth, increases to transmission and distribution rates, and performance bonus revenue from its energy efficiency efforts. Those gains were partially offset by increases in operation and maintenance expenses and taxes.

The quarterly financial information was released Nov. 3 and coincided with a call with financial analysts by California-based Sempra Energy, Oncor’s majority owner. Oncor is based in Dallas and operates the state’s largest electric transmission and distribution utility.

Oncor also reported an increase of 9.2 percent in distribution base revenues for the recent quarter (or 2.3 percent on a weather normalized basis), as compared to the same quarter in 2021. Contributing to this increase was a 12.6 percent increase in distribution base revenues from residential customers.

The company noted that its service territory continues growing at one of the nation’s fastest rates, and that this dramatic growth has allowed it to increase revenues while simultaneously developing new infrastructure projects. Indicative of that growth is the

approximately 14,000 new premises Oncor connected to the ERCOT grid during the third quarter of 2022, an increase of about 7.7 percent as compared to the third quarter of 2021.

Oncor likewise reported 565 active transmission point-of-interconnection requests in queue as of Sept. 30, which is a 52 percent increase from Sept. 30, 2021. Of those active requests, approximately 52 percent are for solar generators, 35 percent for energy storage, 10 percent for wind generators and three percent for gas, according to the company.

In addition, Oncor reported the construction or upgrade of approximately three hundred miles of power lines and the completion of two major substations during the third quarter of 2022. It also placed \$80 million of transmission projects into service.

In total, the company reported capital expenditures totaling \$2.2 billion during the nine months ending Sept. 30, and it reports that it remains on track to meet its \$3 billion capital plan for 2022. However, financial uncertainties associated with high inflation and a pending rate case prompted the board to put off adoption of its 2023 capital expenditure budget until a later board meeting. It likewise delayed any announcement pertaining to a new five-year capital plan, and instead said it will reveal those details at the end of the first quarter of 2023.

Lawmakers File Energy-Related Bills in Preparation for 88th Regular Session

During the most recent Regular Session of the Texas Legislature — the 87th in 2021 — lawmakers filed approximately four hundred energy-related bills, which is far more than the typical number of such bills. This aggressive filing of energy-related bills largely can be attributed to public outcry over the 2021 winter storm power outages. Given that Texas so far has not suffered a repeat grid crisis, do not expect the number of such bills filed during the 88th session to match those of the 87th session. However, both ERCOT and the Public Utility Commission will be subject to the Sunset Review process during the upcoming session and so legislative interest in both organizations will be keen. The 88th session convenes on Jan. 10.

Bills of interest

This year's bill filing deadline is on March 10. Some of the energy-related bills we have seen so far relate to wind and solar power, electric vehicles, energy efficiency and the use of natural gas appliances. Here is a sample:

- House Bill 564, by Rep. Ron Reynolds, would require the Texas Facilities Commission, in collaboration with the Department of Information Resources, to conduct a study on the potential use by state agencies of energy efficient and energy-saving information technology.
- House Bill 763, by Rep. Christina Morales, requires the PUC to study the impact of additional interconnections between the ERCOT grid, Mexico and other jurisdictions. This is refiled legislation from 2021.
- House Bill 795, by Rep. Ed Thompson, would require nursing homes to maintain an emergency generator or comparable power source that can operate for at least 72 hours during a power outage.
- House Bill 820, by Rep. Ken King, would impose an additional registration fee of \$200 for electric vehicles and \$100 for hybrid vehicles. Most proceeds would go to State Highway Fund, but 10 percent would go to an "electric battery disposal account" to reimburse costs incurred by the state or its political subdivisions for disposing of electric car batteries.
- Senate Bill 330, by Bob Hall, would create the Texas Electric Grid Security Commission that would be charged with evaluating the vulnerabilities to the grid and critical infrastructure and developing standards that will mitigate these threats.
- Senate Bill 114, by Jose Menendez, stipulates that electric customers are entitled to participate in demand response programs through their retail electric providers and must receive notice when ERCOT issues an emergency energy alert about low operating reserves to generators, planned outages, and the length of time the outages are expected to last.
- Senate Bill 258, by Sen. Sarah Eckhardt, would enhance energy efficiency goals for electric utilities.
- House Bill 697, by Rep. Justin Holland, would require home sellers to reveal the sort of gas piping installed at their residence and particularly whether black iron pipes, corrugated, copper or stainless steel. The disclosure holds importance for customer safety given that older black iron pipes have been associated with various fatal accidents.
- House Bill 743, by Rep. Jay Dean, prohibits cities and counties from adopting ordinances that restrict the use of gas appliances in residential or commercial buildings. The issue has been pressed in recent years by gas utilities, who have seen a move away from the use of gas appliances nationwide for environmental reasons.

2023 OCSC Meetings

March 9 — in person and Zoom

June 8 — Zoom only

September 7 — in person and Zoom

December 7 — Zoom only

OCSC Officers

Paige Mims — Chair

Don Knight — Vice Chair

Lupe Orozco — Secretary

David Johnson — Treasurer



For more questions or concerns regarding any OCSC matter or communication, please contact the following representative, who will be happy to provide assistance:

Thomas L. Brocato
Attorney

Direct : (512) 322-5857
Email: tbrocato@lglawfirm.com

STAFF REPORT ON ASSESSMENT RESOLUTION FOR STEERING COMMITTEE OF CITIES SERVED BY ONCOR

Purpose of the Resolution

The City of Ovilla is a member of a 171-member city coalition known as the Steering Committee of Cities Served by Oncor (Steering Committee). The resolution approves the assessment of a ten cent (\$0.10) per capita fee to fund the activities of the Steering Committee.

Why this Resolution is Necessary

The Steering Committee undertakes activities on behalf of municipalities for which it needs funding support from its members. Municipalities have original jurisdiction over the electric distribution rates and services within the city. The Steering Committee has been in existence since the late 1980s. It took on a formal structure in the early 1990s. Empowered by city resolutions and funded by per capita assessments, the Steering Committee has been the primary public interest advocate before the Public Utility Commission, ERCOT, the courts, and the Legislature on electric utility regulation matters for over three decades.

The Steering Committee is actively involved in rate cases, appeals, rulemakings, and legislative efforts impacting the rates charged by Oncor Electric Delivery Company, LLC within the City. Steering Committee representation is also strong at ERCOT. It is possible that additional efforts will be necessary on new issues that arise during the year, and it is important that the Steering Committee be able to fund its participation on behalf of its member cities. A per capita assessment has historically been used, and is a fair method for the members to bear the burdens associated with the benefits received from that membership.

Explanation of “Be It Resolved” Paragraphs

I. The City is currently a member of the Steering Committee; this paragraph authorizes the continuation of the City’s membership.

II. This paragraph authorizes payment of the City’s assessment to the Steering Committee in the amount of ten cents (\$0.10) per capita, based on the population figure for the City as shown in the latest TML Directory of City Officials.

III. This paragraph requires payment of the 2023 assessment be made and a copy of the resolution be sent to the Steering Committee.

Payment of Assessment

A copy of the resolution should be mailed with payment of the fee 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. Checks should be made payable to: *Steering Committee of Cities Served by Oncor.*

OCSC Master List of Members (171 Total)

1. Addison	49. Edgecliff Village	97. Lamesa	145. Seymour
2. Allen	50. Ennis	98. Lancaster	146. Sherman
3. Alvarado	51. Eules	99. Lavon	147. Snyder
4. Andrews	52. Everman	100. Lewisville	148. Southlake
5. Anna	53. Fairview	101. Lindale	149. Springtown
6. Archer City	54. Farmers Branch	102. Lindsay	150. Stephenville
7. Argyle	55. Fate	103. Little Elm	151. Sulphur Springs
8. Arlington	56. Flower Mound	104. Little River Academy	152. Sunnyvale
9. Azle	57. Forest Hill	105. Malakoff	153. Sweetwater
10. Bedford	58. Forney	106. Mansfield	154. Temple
11. Bellmead	59. Fort Worth	107. McKinney	155. Terrell
12. Belton	60. Frisco	108. Mesquite	156. The Colony
13. Benbrook	61. Frost	109. Midland	157. Trophy Club
14. Beverly Hills	62. Gainesville	110. Midlothian	158. Tyler
15. Big Spring	63. Garland	111. Murchison	159. University Park
16. Breckenridge	64. Garrett	112. Murphy	160. Venus
17. Bridgeport	65. Glenn Heights	113. New Chapel Hill	161. Waco
18. Brownwood	66. Grand Prairie	114. North Richland Hills	162. Watauga
19. Buffalo	67. Granger	115. Northlake	163. Waxahachie
20. Burkburnett	68. Grapevine	116. O'Donnell	164. Westover Hills
21. Burleson	69. Gunter	117. Oak Leaf	165. Westworth Village
22. Caddo Mills	70. Haltom City	118. Oak Point	166. White Settlement
23. Cameron	71. Harker Heights	119. Odessa	167. Wichita Falls
24. Canton	72. Haslet	120. Ovilla	168. Willow Park
25. Carrollton	73. Henrietta	121. Palestine	169. Wilmer
26. Cedar Hill	74. Hewitt	122. Pantego	170. Woodway
27. Celina	75. Highland Park	123. Paris	171. Wylie
28. Centerville	76. Honey Grove	124. Parker	
29. Cleburne	77. Howe	125. Plano	
30. Coahoma	78. Hudson Oaks	126. Pottsboro	
31. Colleyville	79. Hurst	127. Prosper	
32. Collinsville	80. Hutchins	128. Ranger	
33. Colorado City	81. Hutto	129. Red Oak	
34. Comanche	82. Iowa Park	130. Rhome	
35. Commerce	83. Irving	131. Richardson	
36. Coppell	84. Jolly	132. Richland	
37. Copperas Cove	85. Josephine	133. Richland Hills	
38. Corinth	86. Justin	134. River Oaks	
39. Cross Roads	87. Kaufman	135. Roanoke	
40. Crowley	88. Keene	136. Robinson	
41. Dallas	89. Keller	137. Rockwall	
42. Dalworthington Gardens	90. Kemp	138. Rosser	
43. De Soto	91. Kennedale	139. Rowlett	
44. DeLeon	92. Kerens	140. Royse City	
45. Denison	93. Killeen	141. Sachse	
46. Duncanville	94. Krum	142. Saginaw	
47. Early	95. Lake Worth	143. Sansom Park	
48. Eastland	96. Lakeside	144. Seagoville	

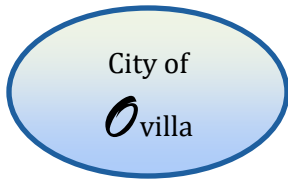
City of Arlington, c/o Oncor Cities
Steering Committee
Attn: Brandi Stigler
101 S. Mesquite St., Ste. 300
MS # 63-0300
Arlington, TX 76010

Invoice

Date	Invoice #
1/4/2023	23-110

Bill To
City of Ovilla

Item	Population	Per Capita	Amount
2023 Membership Assessment	4,349	0.10	434.90
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	\$434.90



Ovilla City Council

AGENDA ITEM REPORT Item 5

Meeting Date: February 8, 2023

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 5. DISCUSSION/ACTION – Consideration of any items(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.....

02.13.2023

Executive Session

To
Honorable Mayor and Council

From
Staff

CC
Applicable Departments

No Scheduled Executive Session

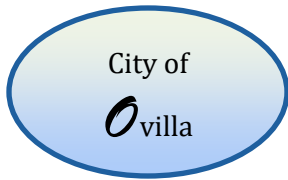
City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road
Ovilla, Texas 75154

www.cityofovilla.org





Ovilla City Council

AGENDA ITEM REPORT

VIII – Action from Executive Session

Meeting Date: February 8, 2023

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:

VIII – Any action necessary or appropriate as a result of the close executive session.

Attachments:

None

Discussion / Justification:

Background: N/A

Recommendation / Staff Comments:

Staff Recommends: None

Sample Motion(s):

I move to

OVILLA POLICE DEPARTMENT
ACTIVITY REPORT / JANUARY 2023



J. Bennett, Chief of Police

OVILLA POLICE DEPARTMENT
MONTHLY REPORT / JANUARY 2023

PERSONNEL UPDATE:

Below is a list of our current staffing:

CHIEF OF POLICE	(BENNETT)
LIEUTENANT	(GEISER)
SERGEANT	(BREEDLOVE)
SERGEANT	(ORTEGON)
PATROL OFFICER / DETECTIVE	(KRETLOW) RESIGNATION – Final day FEB 09.
PATROL OFFICER	(MALKE)
PATROL OFFICER	(HARTIN)
PATROL OFFICER	(FLORES)
PATROL OFFICER	(RAMIRES)
PATROL OFFICER	(BRAVO) VACANT - Resignation eff. Immediately JAN 11.
PATROL OFFICER	(VACANT) ON HOLD UNTIL MID-2023.
ADMINISTRATIVE ASSISTANT	(PRICE)

*Additional officer is currently out following shoulder surgery. Hopefully return to light-duty in mid-February.

OVILLA POLICE DEPARTMENT
MONTHLY REPORT / JANUARY 2023

2 – Felony Arrests

3 – Misdemeanor Arrests

199 - Total Traffic Stops. (Pretextual and Non-Pretextual)

68 - Total Citations issued.

Roughly 34% of ALL traffic stops received a citation.

Average Response time for DECEMBER was 4 MINUTES, 02 SECONDS.

Subject: Police Department Monthly Activity Report

	JAN 2023	JAN 2023 YTD	JAN 2022	JAN 2022 YTD
Calls For Service				
Accident	3	64		
Alarms	14	233		
Arrest	5	48		
Assault/Assault FV	2	20		
Assists	24	931		
Building / House Security Check	247	4252		
Burglary	0	10		
Burglary of Motor Vehicle	1	5		
Criminal Mischief	0	12		
Disturbance	11	228		
Neighborhood Check	762	9797		
Other Calls for Service	47	1705		
Suspicious Person	7	143		
Suspicious Vehicle	5	210		
Theft	3	224		
Traffic Assignment/School Enforcement	56	558		
TOTAL CALLS FOR SERVICE	1187	18440		

- JAN 2022 totals missing due to computer / server down at time of report.

OVILLA POLICE DEPARTMENT
MONTHLY REPORT / JANUARY 2023

December 2022		TO	December	MILEAGE	MAINTENANCE PERFORMED
Police Unit #		Begin	End	Accrued	
116		118009	UNK		At FORD for multiple repairs.
117		138619	140091	1472	
216		40698	40803	105	
119		75854	77482	1628	
120		69420	71217	1797	Radiator replacement.
220		65396	66360	964	

Summary of Racial Profiling Report:

3168 TOTAL TRAFFIC STOPS

Of those stops:

1184 CITATIONS ISSUED: (37%)

1977 WARNINGS ISSUED: (62%)

Compared to 2021:

3168 STOPS in 2022 (35% increase)

2337 STOPS in 2021

1184 CITATIONS in 2022 (105% increase)

576 CITATIONS in 2021

1977 WARNINGS in 2022 (16% increase)

1694 WARNINGS in 2021

*Higher totals for 2022 are a result of a more concentrated effort on specific higher grade traffic offenses. Less time is actually being dedicated per shift to traffic enforcement and more to crime prevention and public service. **END OF REPORT**

Ovilla Fire Department January Monthly Report



Fire Chief Brandon Kennedy

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

Mission Statement

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

Summary of Staffing for the Department

- Currently the Department has 2 Firefighter Paramedic position open.
- Currently the Department has 0 Firefighter Basic position open.
- Currently the Department has 6 Volunteer Firefighter position open.
 - Going through applications to hire for these 6 openings.
- Current Staffing
 - 2 Chiefs
 - 5 Captains
 - 23 Firefighter Paramedics
 - 6 Firefighter EMT-Basics
 - 6 Volunteer Firefighters
 - Total Staffing of 42 out of 50 positions
- Of the Volunteers on staff,
 - 4 of them are Dual Certified, meaning they have their Fire Certs and EMT Basic and or Paramedic
 - 2 Volunteers do not have any Certification currently.

Grants Report

- Submitted AFG grant to replace the station SCBA fill station. Projected cost of around 75K – 100K.

Summary of Events for the Department

- For the month of January, OFD made a total of 92 calls through dispatch, and several public service calls that were not dispatched. These public service calls come from a resident calling the station phone and needing assistance with smoke detector batteries. We are trying to reach out to the residents to let them know we can assist them with smoke detector batteries and installation. We will not purchase them but if they purchase the detector and or batteries, we will be happy to assist them.
- To date for this year, we have run 92 calls for service, an average of 92 per month, and are projected to run over 1100 this year.
- Siren Testing complete, and all are working properly.

Summary of Staffing for the Month

- 7 days a week we have 3 - 24-hour part time positions (0800 – 0800)
- These positions were **100%** filled this month.
- 7 Days a week we have 2 – 12-hour shifts that are covered by volunteers (0800 – 2000) and (2000 – 0800)
- **28 / 62** Volunteer shifts were covered, and these **28** shifts we had 4 personnel on the Engine. Numbers are down this month due to pulling a couple of Volunteers to the paid side to help fill shifts.

Monthly Call Summary

INCIDENT COUNT		
INCIDENT TYPE		# INCIDENTS
EMS		38
FIRE		54
TOTAL		92
CO CHECKS		
736 - CO detector activation due to malfunction		1
TOTAL		1
MUTUAL AID		
Aid Type		Total
Aid Given		4
OVERLAPPING CALLS		
# OVERLAPPING		% OVERLAPPING
10		10.87
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)		
Station	EMS	FIRE
Station 701	0:07:04	0:04:35
AVERAGE FOR ALL CALLS		0:06:05
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)		
Station	EMS	FIRE
Station 701	0:01:38	0:00:56
AVERAGE FOR ALL CALLS		0:01:19
AGENCY		AVERAGE TIME ON SCENE (MM:SS)
Ovilla Fire Department		16:39

Fleet Report

Ovilla Fire Department Mileage, Fuel and Maintenance Report for January					
Apparatus	Beginning Mileage	Ending Mileage	Mileage for the Month	Fuel Expenses	Maintenance Expenditures
B701	61,233	61,317	84	\$ 99.81	\$ -
	-		0		\$ -
C701	42,701	42,932	231	\$ 47.01	\$ -
C702	15,715	16,169	454	\$ 91.00	\$ -
S701	114,778	114,928	150	\$ 35.00	\$ -
E701	34,620	34,929	309	\$ 440.86	\$ -
E702	36,080	36,333	253	\$ 268.43	\$ -
Training E703	-		0		\$ -
R755	23,130	23,154	24	\$ 54.00	\$ -
Station Supplies (Small Equipment Fuel, Propane, Other)				\$ 45.00	\$ -
Totals for the Month			1,505	\$ 1,081.11	\$ -

Maintenance Cost Explanations:

- E701 went out of service on 1/17/2023 for repairs.
 - Had a small hydraulic leak from the pump.

New Brush Truck update:

- We are still waiting for the chassis to be delivered to start production.
- Anticipate budgeting for it again in the 23-24 FY.

PUBLIC WORKS DIRECTOR REPORT

TO: Honorable Mayor, City Council Members, and City Manager David Henley

FROM: James Kuykendall –Public Works Director

TOPIC: January 2023 Public Works Overview Report

WATER DEPARTMENT

GovPilot Work Orders Completed

Work Orders completed for the month January 2023

- Total Work Orders Entered- 90
- Total Work Orders Completed - 90

Water Wholesale Purchased & Pumped - December 2022

- Gallons Billed – 9.967.400MGD
- Gallons Unbilled – 15.0 k
- Builder Billed – 1.0 k
- Maintenance Flushing – 550.000k (Flushed new construction Hollywood Estates)
- Gallons pumped – 12.434.000MGD

Water Repairs

1. 609 Buckboard- Leaking tee at the fire hydrant was repaired.
2. 600 Buckboard- Leaking hand wheel valve was repaired.
3. 615 Georgetown- Joint coupling on water main was repaired.
4. 103 Westlawn- Service line was repaired.

PUBLIC WORKS DIRECTOR REPORT

5. 617 William- Repaired service line leak.

Everyday duties and site checks performed daily and on weekends and holidays.

(*Daily site checks of Overhead Water Tower, Pumpstation and Lift station. Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations.)

Daily NAP (Nitrification Action Plan) Sampling

(*Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms.)

- Ground Storage Tank- Outside sampling location (Upstream)
- Pump Room Sample Port (Downstream)
- 114 Silverwood (Average Age)
- 607 Cardinal (High Age Water)
- 304 Ovilla Oaks (High Age Water)

Daily Sampling and Monitoring

- Water cutoffs – Water cutoffs were performed.
- Daily water sampling and pump station site check. (State Requirement)
- Daily Monitoring Chemical Feed - CL2 & NH3 feed rate and ratio check. (State Requirement)
- NAP Nitrification Action Plan performed daily @ 5 distribution locations. (State Requirement)
- Monthly TCEQ BACTI- water samples collected and sent to lab. (State Requirement)
- Performed calibration checks -chlorine meter & HACH SL1000 meter (State Requirement)
- Flushed dead end main's- Per state requirement.

PUBLIC WORKS DIRECTOR REPORT

Wastewater Daily Duties

Emergency Lift station and sewer repairs

Highland Meadows Lift station- pipe from external valves were cracked. We temped the station and have it working until we can replace the piping with either brass or stainless steel.

Daily Site Checks of Lift stations

- Highland Meadows Lift Station. (State Requirement)
- Daily site checks and maintenance at Cumberland Lift station. (State Requirement)
- Daily site checks and maintenance Heritage lift station. (State Requirement)
- Site Maintenance- Cleaned all stations and wet wells.
- Lift station preventive maintenance- Added lift station degreaser / Emulsifier once weekly to all stations as part of a maintenance program.

CONSTRUCTION MANAGER

Bryson Manor Phase 3

- House plans are being submitted, reviewed, and then suspended for issuance due to development construction deficiencies.
- Homes are under construction throughout this phase that have been approved and issued to home builders.
- Circle H contractor installed 172 feet of sewer main line from sewer stub out at station 0+00.00 to 7441 Desert Willow Lane
- Two (2) site checks are preformed daily to ensure contractor have the proper permits and no violations are found on site.

Broadmoor Estates Phase 1

- House plans are being submitted, reviewed, and approved.
- Homes are under construction all through this phase that have been approved and issued to home builders.

PUBLIC WORKS DIRECTOR REPORT

- Two (2) site checks are performed daily to ensure contractors have the proper permits and no violations are found on site.

Broadmoor Estates Phase 2

- Nothing to report.

Hollywood Estates Lots 22-24

- Will take water samples soon.
- Two (2) site checks are performed daily to ensure contractors have the proper permits and no violations are found on site.
- Thirty (30) building permits were reviewed and issued this month, one (1) of which was a new single family residential home.
- Assisted the streets and drainage department with street repair on Cockrell Hill Rd. and sanding icy roadway throughout the city.
- Assisted the water department with replumbing the chlorine/ammonia building and several water leaks on Buckboard Rd. and Georgetown Rd.
- Assisted code/animal control with permit review and several inspections.

PARKS AND FACILITIES

The Parks Department spends anywhere up to 2 ½ hours for one (1) employee to check all the parks and restrooms each day to make sure they are clean and safe. The Parks Department takes 2 to 3 hours to check vehicles and power equipment in their department once a week to make sure that all equipment is working properly and safely. Making a report to address any concerns to have it fixed promptly if possible.

Heritage Park

Checked bathrooms daily and cleaned once a week or when needed.
Picked up garbage and emptied garbage cans when needed.
Checked restrooms to winterize for cold weather.

Cindy Jones Park

Emptied all garbage cans.
Raked out kiddie cushion on the playground during inspections.

PUBLIC WORKS DIRECTOR REPORT

Checked restrooms to winterize for cold weather.
Restroom doors are being damaged from people beating and scratching the paint.

Ashburne Glen Park

Raked out kiddie cushion around the playground equipment.
Checked garbage cans while inspecting the park.

Silver Spur Park

Raked kiddie cushion under swings during the inspection of playground equipment.
Picked up garbage on the premises.

Founders Park

Checked the pavilion area for garbage on the ground, picnic tables, and benches for cleanliness, usually daily.

Small Baseball Field

Worked on scoreboard as the Ovilla Christian School is using the field for their girl's home field. Looked into getting prices on a new one as this one is over twenty (20) years old.

Facilities

Changed marquee signage twice this month, taking on average two (2) man hours.
Worked on the new conference room and also worked on getting prices on electrical and HVAC.

STREETS/DRAINAGE

Drainage Projects

- Excavate drainage ditch at 203 and 205 Lariat length of ditch 207' 40 yards of dirt hauled off 3-man work crew seven (7) man hours to complete job.
- Excavate drainage ditch 301 Willow Creek Ln length of ditch 200' 36 yards of dirt hauled off 3-man work crew five (5) man hours to complete job.
- Help water department backfill hole from water leak and shape up drainage ditch 4-man work crew five (5) hours to complete job.

Street Projects

- Pick up 8 tons of hot mix asphalt.

PUBLIC WORKS DIRECTOR REPORT

- Excavate two crumbled areas 700 block of Cockrell Hill Rd prep for asphalt overlay sizes of area 5'x50' 5'x30' five (5) man hours to complete job.
- Streets Cracked Sealed Georgetown 1,284' and Sliver Spur 950' 3-man work crew four (4) man hours to complete the job.
- Roads that were potholed: Cockrell Hill Rd., Johnson Ln., Westmoreland Rd., Red Oak Creek Rd., Hosford Rd.; 5 yards of cold mix used approximately fifteen (15) man hours 3-man work crew.
- Prep for winter freeze 1/30-2/2/2023 roads were monitored throughout the freeze for hazardous conditions around the clock with crews running twelve (12) hour shifts. Bridges and roads sanded: Pickard Bridge, Water St. Bridge, Johnson Ln., at creek near Duncanville Rd., and Westmoreland Rd. intersection of 664 and Ovilla Oaks was scraped off ice with skid loader as well as Water St . Bridge, Shiloh Bridge, Cockrell Hill Rd. from Westlawn Dr. to Pickard Bridge, City Hall parking lot and Fire Station.

Right of Way Mowing

N/A

CODE ENFORCEMENT

Illegal Dumping incidents cleared by Code Enforcement

Trash Removed - Johnson Lane at Joe Wilson

Furniture – Red Oak Creek

Trash Removed - Malloy

Follow Up

Ovilla Auto – continue follow up, further increase in vehicles on property.

Lariat Trail – Continue follow up. No increase in traffic.

Franks BBQ – Area has been cleared and maintained by Franks BBQ

ANIMAL CONTROL

Animal Welfare checks have increased due to cold weather.

Wildlife trapped and released one (1) opossum.

PUBLIC WORKS DIRECTOR REPORT

Subject: **Code Enforcement Monthly Report**

Calls For Service	Jan 23	Jan. 23 YTD
Complaint (Nuisance 20, Permit 9, Parking 17)	46	46
Follow up	55	55
Door Notice (Nuisance 23, Permit 6, Parking 11)	16	16
Mail Notice (Parking 6, Nuisance 4, Permit 6)	12	12
Posted Property (Nuisance 2, Grass 1)	2	2
Court (1 Public Nuisance FTA)	\$0	\$0
Citizen Contacts	28	28
	0	0
	0	0
Inspections	38	38
Nuisance Abated by City 1) Trash Johnson)	1	1
Nuisance Signs (Garage sale 13, Business 37)	50	440
BOA – 0	0	2

PUBLIC WORKS DIRECTOR REPORT

Subject: **Animal Control Monthly
Report December 2022**

Calls For Service	Jan. 2023	Jan 23 YTD
Complaint (Registration 7, At Large 8, Bark 0)	15	15
Follow up	15	15
Door Notice (Registrations 7, At large 1)	7	7
Impounded Animal (Dog 5)	5	5
Animal welfare check	36	36
Impound Results (Transport 0 RTO 3)	3	3
Impound fee collected	\$0.00	\$0.00
Court	\$0.00	\$0.00
Citizen Contacts	23	23
Animal registration	7	7
Registration Letter Mailed	15	15
Nuisance letter	1	1
Animals relocated (1 Possum)	1	1
Deceased removed	27	27
Oak Leaf - 2 Dog (1 at large , 1 Deceased	2	2
Traps Checked Out	2	2



Date: February 13, 2023

To: Honorable Mayor and Council Members

**Subject: Financial Statement Summaries for
October 1, 2022, thru December 31, 2022**

This period covers 25% of the FY2023 Budget.

From:

Ed Scott – Finance Director

CITY-WIDE OPERATING FUND TOTALS

For FY2023 Oct. 2022 Thru Dec. 31, 2022



		FY2022	FY2023	FY2023	FY2023
		Actual	Actual	Adopted & Amended	% of Budget
		To Date	To Date	Budget	Used
TOTAL REVENUES					
100	General Fund	797,832	2,120,365	4,725,894	45%
110	Lease	-	-	1,100	0%
120	Street Improvement	23,996	31,003	103,000	30%
130	Court Technology	571	1,013	3,000	34%
140	Court Security	667	1,220	3,000	41%
200	Water & Utilities	556,029	597,091	1,806,199	33%
250	WWW Infrastructure Improv.	17,430	18,075	75,000	24%
400	Debt Service Fund	105,551	307,998	537,158	57%
500	Municipal Devel. District	25,945	34,532	114,500	30%
600	4B Economic Devel. Fund	49,717	63,366	203,000	31%
700	Park Impact Fund	12,712	3,680	18,400	20%
800	Water & Utilities Impact Fund	280,384	49,780	495,155	10%
Total		\$ 1,870,834	\$ 3,228,123	\$ 8,085,406	40%

		FY2022	FY2023	FY2023	FY2023
		Actual	Actual	Adopted & Amended	% of Budget
		To Date	To Date	Budget	Used
TOTAL EXPENDITURES					
100	General Fund	1,034,355	956,871	4,725,894	20%
110	Lease	-	-	1,100	0%
120	Street Improvement	-	-	103,000	0%
130	Court Technology	-	-	3,000	0%
140	Court Security	240	200	3,000	7%
200	Water & Utilities	328,426	409,460	1,806,199	23%
250	WWW Infrastructure Improv.	-	-	75,000	0%
400	Debt Service Fund	-	400	537,158	0%
500	Municipal Devel. District	4,350	53	114,500	0%
600	4B Economic Devel. Fund	6,255	31,361	203,000	15%
700	Park Impact Fund	-	-	18,400	0%
800	Water & Utilities Impact Fund	-	-	495,155	0%
Total		\$ 1,373,625	\$ 1,398,345	\$ 8,085,406	17%

City of Ovilla
Financial Statement
As of December 31, 2022

2/3/2023 3:00 PM

100 - General Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Taxes	1,691,916.11	277,277.50	1,414,638.61	1,949,897.51	3,327,330.00	58.60%	1,377,432.49
Licenses-Permits-Fees	26,548.90	20,786.25	5,762.65	66,375.86	249,435.00	26.61%	183,059.14
Services	201.00	65,807.25	(65,606.25)	458.10	789,687.00	0.06%	789,228.90
Fines & Forfeitures	11,860.10	11,222.93	637.17	38,800.78	134,675.00	28.81%	95,874.22
Other Revenue	46,064.45	16,249.99	29,814.46	64,832.80	195,000.00	33.25%	130,167.20
Transfers	0.00	2,480.58	(2,480.58)	0.00	29,767.00	0.00%	29,767.00
Revenue Totals	<u>1,776,590.56</u>	<u>393,824.50</u>	<u>1,382,766.06</u>	<u>2,120,365.05</u>	<u>4,725,894.00</u>	<u>44.87%</u>	<u>2,605,528.95</u>
Expense Summary							
Personnel	174,700.69	185,116.26	(10,415.57)	501,837.16	2,221,395.00	22.59%	1,719,557.84
Employee Benefits	31,564.14	45,704.18	(14,140.04)	114,298.63	548,450.00	20.84%	434,151.37
Special Services	1,582.00	8,133.34	(6,551.34)	10,188.22	97,600.00	10.44%	87,411.78
Contractual Services	19,333.20	31,578.82	(12,245.62)	25,154.10	378,946.00	6.64%	353,791.90
Operating Services	12,217.61	8,629.17	3,588.44	24,729.97	103,550.00	23.88%	78,820.03
Special Expenses	1,390.63	2,808.34	(1,417.71)	1,390.63	33,700.00	4.13%	32,309.37
Supplies	5,614.18	7,304.15	(1,689.97)	9,970.58	87,650.00	11.38%	77,679.42
Professional Development	(91.80)	2,454.15	(2,545.95)	926.86	29,450.00	3.15%	28,523.14
Software & Computer Equipment	5,540.12	7,891.67	(2,351.55)	59,091.65	94,700.00	62.40%	35,608.35
Printing Expense	2,983.88	1,554.17	1,429.71	3,946.84	18,650.00	21.16%	14,703.16
Repairs - Bldg & Machinery	11,572.20	13,033.34	(1,461.14)	15,761.00	156,400.00	10.08%	140,639.00
Other Expense	58,206.11	9,334.19	48,871.92	61,358.04	112,010.00	54.78%	50,651.96
Minor Capital Outlay	9,964.53	7,983.34	1,981.19	18,484.73	95,800.00	19.30%	77,315.27
Capital Outlay	0.00	14,841.92	(14,841.92)	(20.56)	178,103.00	(0.01%)	178,123.56
Utilities	72,459.37	36,375.00	36,084.37	81,947.34	436,500.00	18.77%	354,552.66
Insurance	71.00	4,853.34	(4,782.34)	13,603.60	58,240.00	23.36%	44,636.40
Vehicle Expenses	6,355.62	6,062.50	293.12	14,202.39	72,750.00	19.52%	58,547.61
Rentals	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
Expense Totals	<u>413,463.48</u>	<u>393,824.55</u>	<u>19,638.93</u>	<u>956,871.18</u>	<u>4,725,894.00</u>	<u>20.25%</u>	<u>3,769,022.82</u>

City of Ovilla
Financial Statement
As of December 31, 2022

2/3/2023 3:00 PM

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

City of Ovilla
Financial Statement
As of December 31, 2022

2/3/2023 3:00 PM

120 - Street Improvement Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Taxes	10,100.71	8,583.33	1,517.38	31,002.78	103,000.00	30.10%	71,997.22
Revenue Totals	<u>10,100.71</u>	<u>8,583.33</u>	<u>1,517.38</u>	<u>31,002.78</u>	<u>103,000.00</u>	<u>30.10%</u>	<u>71,997.22</u>
Expense Summary							
Capital Outlay	0.00	8,583.33	(8,583.33)	0.00	103,000.00	0.00%	103,000.00
Expense Totals	<u>0.00</u>	<u>8,583.33</u>	<u>(8,583.33)</u>	<u>0.00</u>	<u>103,000.00</u>	<u>0.00%</u>	<u>103,000.00</u>

City of Ovilla
Financial Statement
As of December 31, 2022

2/3/2023 3:00 PM

130 - Court Technology	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Fines & Forfeitures	307.66	250.00	57.66	1,013.13	3,000.00	33.77%	1,986.87
Revenue Totals	307.66	250.00	57.66	1,013.13	3,000.00	33.77%	1,986.87
Expense Summary							
Software & Computer Equipment	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
Expense Totals	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00

City of Ovilla
Financial Statement
As of December 31, 2022

2/3/2023 3:00 PM

140 - Court Security	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Fines & Forfeitures	373.39	250.00	123.39	1,220.48	3,000.00	40.68%	1,779.52
Revenue Totals	373.39	250.00	123.39	1,220.48	3,000.00	40.68%	1,779.52
Expense Summary							
Other Expense	59.95	100.00	(40.05)	199.85	1,200.00	16.65%	1,000.15
Reserve	0.00	150.00	(150.00)	0.00	1,800.00	0.00%	1,800.00
Expense Totals	59.95	250.00	(190.05)	199.85	3,000.00	6.66%	2,800.15

City of Ovilla
Financial Statement
As of December 31, 2022

2/3/2023 3:00 PM

200 - Water And Utilities Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Services	171,014.25	144,783.25	26,231.00	579,580.84	1,737,399.00	33.36%	1,157,818.16
Other Revenue	4.08	4.17	(0.09)	10.65	50.00	21.30%	39.35
Transfers	7,500.00	5,729.17	1,770.83	17,500.00	68,750.00	25.45%	51,250.00
Revenue Totals	<u>178,518.33</u>	<u>150,516.59</u>	<u>28,001.74</u>	<u>597,091.49</u>	<u>1,806,199.00</u>	<u>33.06%</u>	<u>1,209,107.51</u>
Expense Summary							
Personnel	27,866.82	38,177.09	(10,310.27)	82,007.27	458,125.00	17.90%	376,117.73
Employee Benefits	7,948.10	10,841.16	(2,893.06)	25,529.80	130,094.00	19.62%	104,564.20
Special Services	0.00	5,225.00	(5,225.00)	3,818.00	62,700.00	6.09%	58,882.00
Operating Services	6,566.37	2,866.67	3,699.70	9,801.00	34,400.00	28.49%	24,599.00
Supplies	1,226.00	616.66	609.34	2,102.54	7,400.00	28.41%	5,297.46
Professional Development	250.84	416.66	(165.82)	347.84	5,000.00	6.96%	4,652.16
Software & Computer Equipment	1,300.00	833.33	466.67	1,400.00	10,000.00	14.00%	8,600.00
Printing Expense	292.00	166.67	125.33	292.00	2,000.00	14.60%	1,708.00
Other Expense	291.88	1,883.34	(1,591.46)	887.31	23,300.00	3.81%	22,412.69
Contractual Services	5,923.00	1,666.66	4,256.34	7,888.00	20,000.00	39.44%	12,112.00
Rentals	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
Vehicle Expenses	453.47	750.00	(296.53)	1,480.40	9,000.00	16.45%	7,519.60
Utilities	176,172.62	82,240.00	93,932.62	260,495.43	986,880.00	26.40%	726,384.57
Repairs - Bldg & Machinery	628.41	3,166.67	(2,538.26)	9,455.39	37,300.00	25.35%	27,844.61
Minor Capital Outlay	265.26	500.00	(234.74)	265.26	6,000.00	4.42%	5,734.74
Insurance	0.00	1,041.67	(1,041.67)	3,689.83	12,500.00	29.52%	8,810.17
Expense Totals	<u>229,184.77</u>	<u>150,516.58</u>	<u>78,668.19</u>	<u>409,460.07</u>	<u>1,806,199.00</u>	<u>22.67%</u>	<u>1,396,738.93</u>

City of Ovilla
Financial Statement
As of December 31, 2022

2/3/2023 3:00 PM

250 - WWW Infrastructure Improvements	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Services	5,840.34	6,250.00	(409.66)	18,074.97	75,000.00	24.10%	56,925.03
Revenue Totals	<u>5,840.34</u>	<u>6,250.00</u>	<u>(409.66)</u>	<u>18,074.97</u>	<u>75,000.00</u>	<u>24.10%</u>	<u>56,925.03</u>
Expense Summary							
Reserve	0.00	6,250.00	(6,250.00)	0.00	75,000.00	0.00%	75,000.00
Expense Totals	<u>0.00</u>	<u>6,250.00</u>	<u>(6,250.00)</u>	<u>0.00</u>	<u>75,000.00</u>	<u>0.00%</u>	<u>75,000.00</u>

City of Ovilla
Financial Statement
As of December 31, 2022

2/3/2023 3:00 PM

400 - Debt Service Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Other Revenue	0.00	13,809.92	(13,809.92)	0.00	165,719.00	0.00%	165,719.00
Transfers	0.00	8,631.25	(8,631.25)	0.00	103,575.00	0.00%	103,575.00
Taxes	279,351.23	22,322.00	257,029.23	307,997.94	267,864.00	114.98%	(40,133.94)
Revenue Totals	<u>279,351.23</u>	<u>44,763.17</u>	<u>234,588.06</u>	<u>307,997.94</u>	<u>537,158.00</u>	<u>57.34%</u>	<u>229,160.06</u>
Expense Summary							
Reserve	0.00	747.50	(747.50)	0.00	8,970.00	0.00%	8,970.00
Long Term Debt	400.00	44,015.66	(43,615.66)	400.00	528,188.00	0.08%	527,788.00
Expense Totals	<u>400.00</u>	<u>44,763.16</u>	<u>(44,363.16)</u>	<u>400.00</u>	<u>537,158.00</u>	<u>0.07%</u>	<u>536,758.00</u>

City of Ovilla
Financial Statement
As of December 31, 2022

2/3/2023 3:00 PM

500 - Municipal Development District Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Taxes	12,085.95	9,416.67	2,669.28	34,241.40	113,000.00	30.30%	78,758.60
Other Revenue	102.95	125.00	(22.05)	290.25	1,500.00	19.35%	1,209.75
Revenue Totals	<u>12,188.90</u>	<u>9,541.67</u>	<u>2,647.23</u>	<u>34,531.65</u>	<u>114,500.00</u>	<u>30.16%</u>	<u>79,968.35</u>
Expense Summary							
Special Services	0.00	191.67	(191.67)	0.00	2,300.00	0.00%	2,300.00
Supplies	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
Insurance	0.00	25.00	(25.00)	52.84	300.00	17.61%	247.16
Reserve	0.00	2,650.00	(2,650.00)	0.00	31,800.00	0.00%	31,800.00
Capital Outlay	0.00	6,666.67	(6,666.67)	0.00	80,000.00	0.00%	80,000.00
Expense Totals	<u>0.00</u>	<u>9,541.67</u>	<u>(9,541.67)</u>	<u>52.84</u>	<u>114,500.00</u>	<u>0.05%</u>	<u>114,447.16</u>

City of Ovilla
Financial Statement
As of December 31, 2022

2/3/2023 3:00 PM

600 - 4B Economic Development Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Taxes	20,201.42	16,666.67	3,534.75	62,005.56	200,000.00	31.00%	137,994.44
Other Revenue	465.95	250.00	215.95	1,360.65	3,000.00	45.36%	1,639.35
Revenue Totals	<u>20,667.37</u>	<u>16,916.67</u>	<u>3,750.70</u>	<u>63,366.21</u>	<u>203,000.00</u>	<u>31.21%</u>	<u>139,633.79</u>
Expense Summary							
Grant Expense	0.00	416.67	(416.67)	0.00	5,000.00	0.00%	5,000.00
Reserve	0.00	5,583.33	(5,583.33)	0.00	67,000.00	0.00%	67,000.00
Special Services	0.00	608.34	(608.34)	0.00	7,300.00	0.00%	7,300.00
Contractual Services	0.00	2,500.00	(2,500.00)	0.00	30,000.00	0.00%	30,000.00
Supplies	0.00	16.67	(16.67)	126.90	200.00	63.45%	73.10
Professional Development	0.00	416.66	(416.66)	0.00	5,000.00	0.00%	5,000.00
Printing Expense	0.00	33.33	(33.33)	0.00	400.00	0.00%	400.00
Insurance	0.00	50.00	(50.00)	58.43	600.00	9.74%	541.57
Other Expense	0.00	625.01	(625.01)	0.00	7,500.00	0.00%	7,500.00
Capital Outlay	6,500.00	6,666.67	(166.67)	31,175.25	80,000.00	38.97%	48,824.75
Expense Totals	<u>6,500.00</u>	<u>16,916.68</u>	<u>(10,416.68)</u>	<u>31,360.58</u>	<u>203,000.00</u>	<u>15.45%</u>	<u>171,639.42</u>

City of Ovilla
Financial Statement
As of December 31, 2022

2/3/2023 3:00 PM

700 - Park Impact Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Services	1,672.60	1,533.33	139.27	3,679.72	18,400.00	20.00%	14,720.28
Other Revenue	0.03	0.00	0.03	0.06	0.00	0.00%	(0.06)
Revenue Totals	<u>1,672.63</u>	<u>1,533.33</u>	<u>139.30</u>	<u>3,679.78</u>	<u>18,400.00</u>	<u>20.00%</u>	<u>14,720.22</u>
Expense Summary							
Capital Outlay	0.00	1,533.33	(1,533.33)	0.00	18,400.00	0.00%	18,400.00
Expense Totals	<u>0.00</u>	<u>1,533.33</u>	<u>(1,533.33)</u>	<u>0.00</u>	<u>18,400.00</u>	<u>0.00%</u>	<u>18,400.00</u>

City of Ovilla
Financial Statement
As of December 31, 2022

2/3/2023 3:00 PM

800 - Water And Utilities Impact Fee Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Services	19,503.83	41,262.92	(21,759.09)	49,750.61	495,155.00	10.05%	445,404.39
Other Revenue	11.38	0.00	11.38	29.40	0.00	0.00%	(29.40)
Revenue Totals	<u>19,515.21</u>	<u>41,262.92</u>	<u>(21,747.71)</u>	<u>49,780.01</u>	<u>495,155.00</u>	<u>10.05%</u>	<u>445,374.99</u>
Expense Summary							
Reserve	0.00	41,262.92	(41,262.92)	0.00	495,155.00	0.00%	495,155.00
Expense Totals	<u>0.00</u>	<u>41,262.92</u>	<u>(41,262.92)</u>	<u>0.00</u>	<u>495,155.00</u>	<u>0.00%</u>	<u>495,155.00</u>



Date: February 13, 2023

To: Honorable Mayor and Council Members

Subject: Analysis of Sales Tax Received

From:

Ed Scott – Finance Director



- [My Reports](#)
- [My IRMA Letters](#)
- [Legislative Update](#)
- [Bond Elections](#)
- [Info](#)
 - [Who We Are](#)
 - [Board](#)
 - [Helpful Links](#)
 - [Send a Comment](#)

2086 - Ovilla, City of (General Obligation Debt)

1. [Report - Ovilla, City of \(General Obligation Debt\)](#)
2. Sales Tax Data

The charts below contain sales tax revenue allocated each month by the Texas State Comptroller. Please contact and search the [Texas Comptroller's website](#) if you notice an incorrect amount.

For example, the February allocations reflect December sales, collected in January and allocated in February.

*Excludes any sales tax retained by the municipality and not remitted to the Comptroller.

- [View Grid Based on Calendar Year](#)
- [View Grid With All Years](#)

Download to Excel

Change Fiscal Year End

09/30/2023



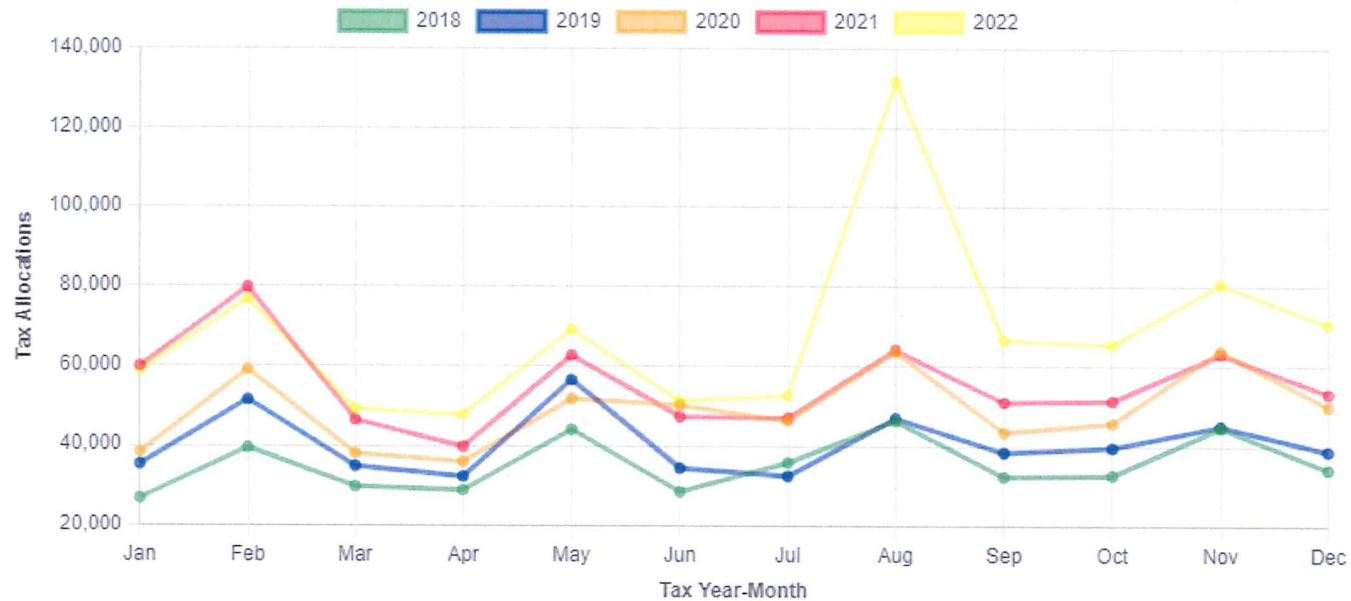
Submit

Year	October	November	December	January	February	March	April	May	June	July	August	September	Total
2023	\$65,568	\$80,747	\$70,705	\$70,642	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$287,661
2022	\$51,406	\$63,357	\$53,208	\$58,988	\$76,930	\$49,301	\$47,808	\$69,383	\$51,255	\$52,703	\$131,782	\$66,644	\$772,766
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

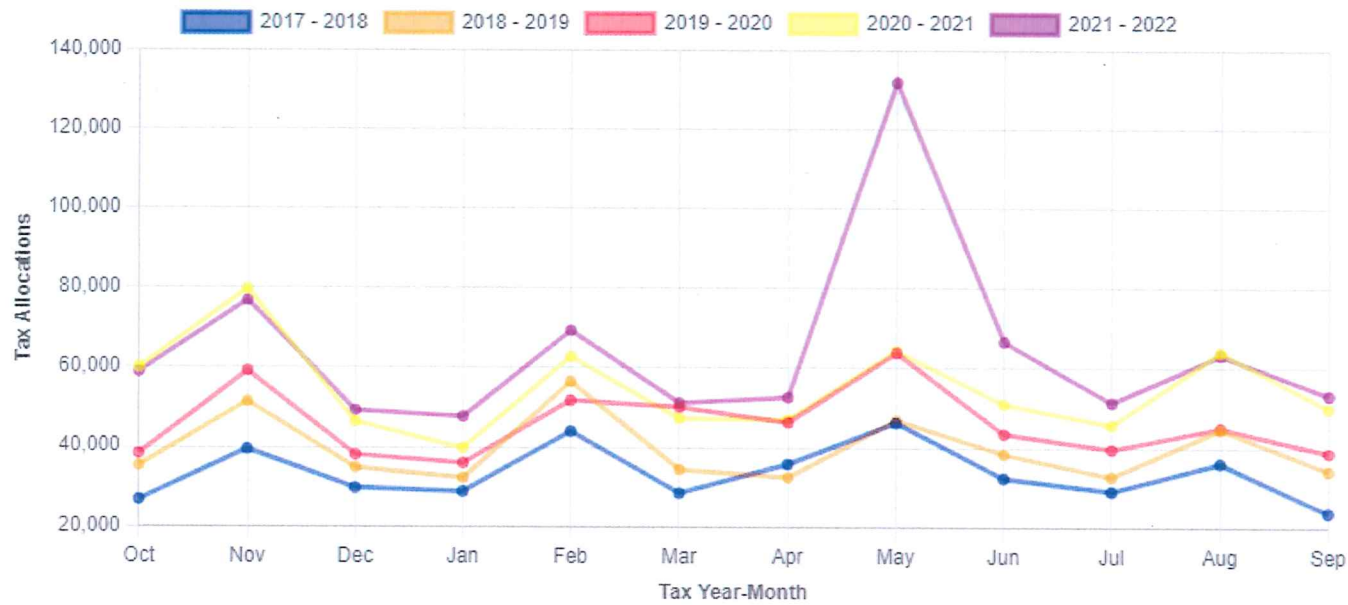
↑ Top

Year	October	November	December	January	February	March	April	May	June	July	August	September	Total
2015	\$17,904	\$29,706	\$19,217	\$19,989	\$32,408	\$21,627	\$19,021	\$37,359	\$24,990	\$21,738	\$31,535	\$21,477	\$296,972
2014	\$21,664	\$33,425	\$23,190	\$21,198	\$38,106	\$22,176	\$22,221	\$42,904	\$21,895	\$20,357	\$29,955	\$18,445	\$315,536
2013	\$20,450	\$30,354	\$20,065	\$23,004	\$36,348	\$21,688	\$18,041	\$35,277	\$20,966	\$24,886	\$31,214	\$22,980	\$305,275
2012	\$19,273	\$34,403	\$17,681	\$17,687	\$37,350	\$16,693	\$15,341	\$36,082	\$21,516	\$20,324	\$27,774	\$20,964	\$285,087
2011	\$13,498	\$29,965	\$11,131	\$12,209	\$25,077	\$15,882	\$11,778	\$30,951	\$13,231	\$14,801	\$27,676	\$17,662	\$223,860
2010	\$11,473	\$27,282	\$9,473	\$11,492	\$25,689	\$12,557	\$11,203	\$31,813	\$15,236	\$14,325	\$26,311	\$14,269	\$211,123
2009	\$12,027	\$27,919	\$11,234	\$10,492	\$23,854	\$11,289	\$12,069	\$24,052	\$11,950	\$10,438	\$23,632	\$13,039	\$191,995
2008	\$5,185	\$14,737	\$6,487	\$3,989	\$13,199	\$13,609	\$6,597	\$14,757	\$10,507	\$12,684	\$24,070	\$11,541	\$137,362
2007	\$5,562	\$14,548	\$3,609	\$3,289	\$11,562	\$4,912	\$4,582	\$14,413	\$5,511	\$6,417	\$11,912	\$5,287	\$91,603
2006	\$3,847	\$13,497	\$9,764	\$3,365	\$11,578	\$3,583	\$3,204	\$12,215	\$2,630	\$3,299	\$13,670	\$4,491	\$85,144
2005	\$2,434	\$11,461	\$3,572	\$2,895	\$10,674	\$2,183	\$2,675	\$9,695	\$2,710	\$2,499	\$10,503	\$3,033	\$64,333
2004	\$2,356	\$10,702	\$2,606	\$2,033	\$8,565	\$3,236	\$1,809	\$9,507	\$24,612	\$2,762	\$9,009	\$3,690	\$80,888

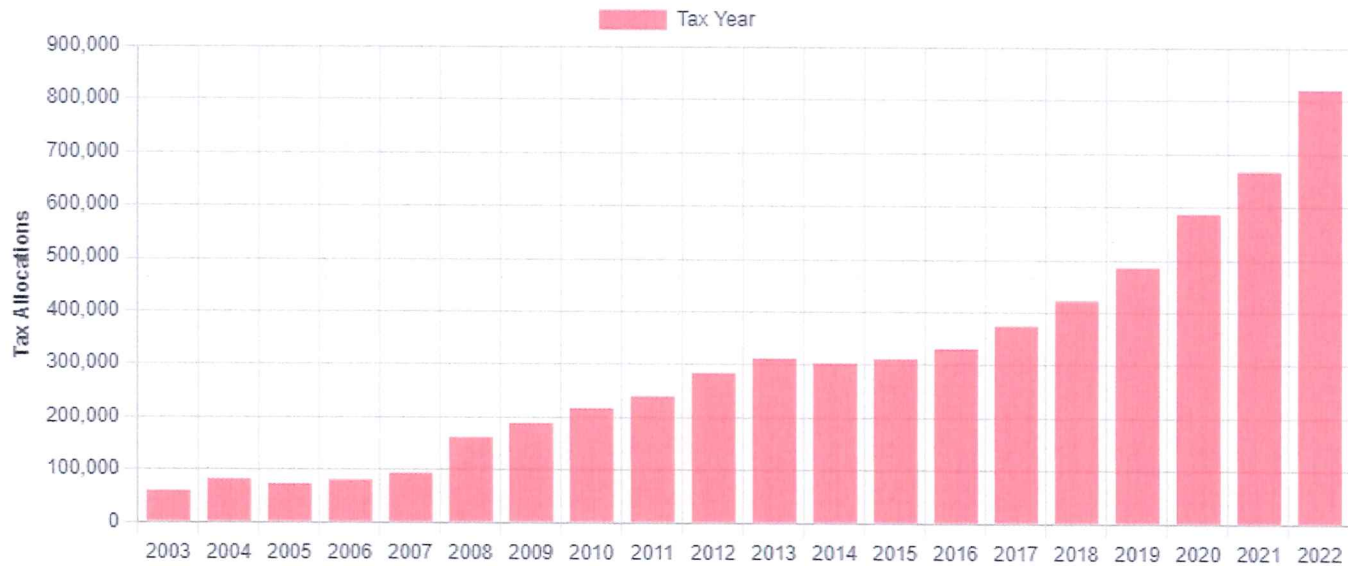
Monthly - Sales Tax Allocations - By Calendar Year



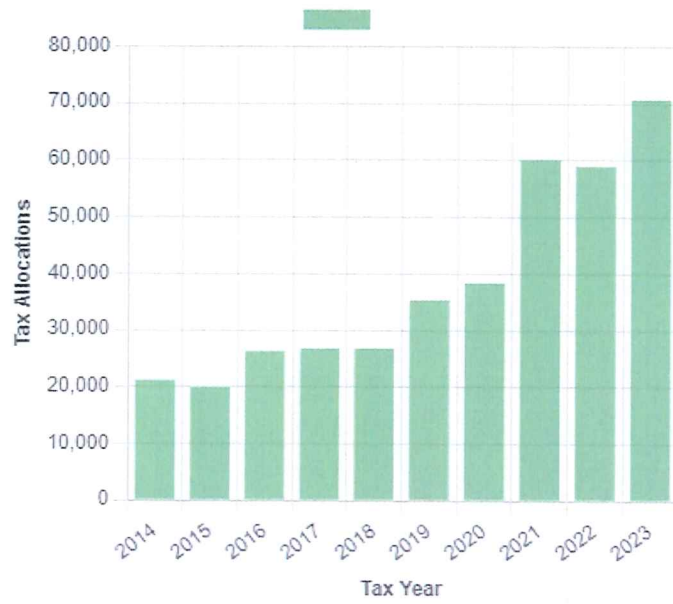
Monthly - Sales Tax Allocations - By Fiscal Year 10/01 - 09/30



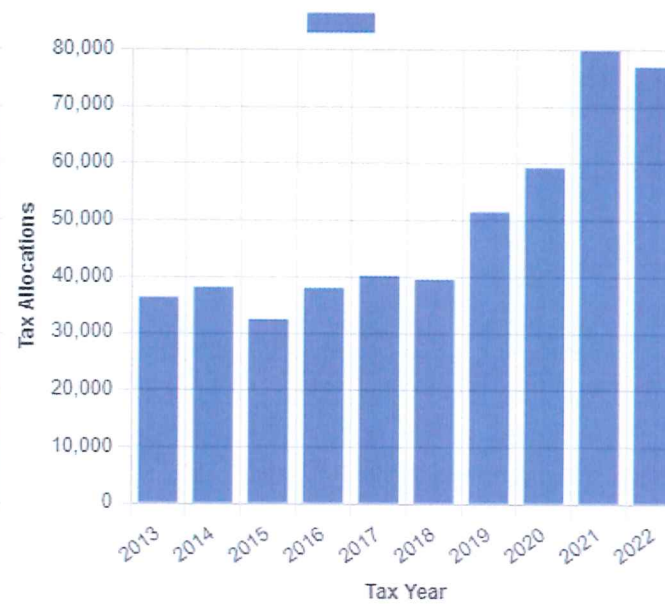
Yearly - Sales Tax Allocations - Past 20 Years



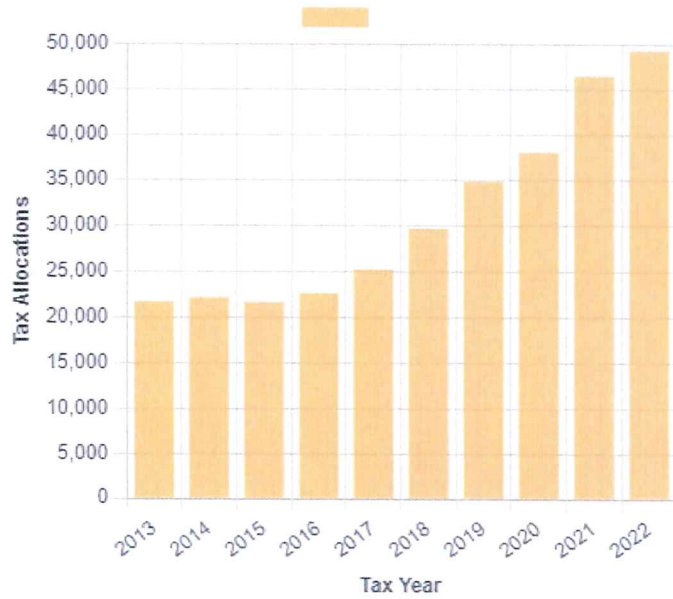
January - Sales Tax Allocations by Year



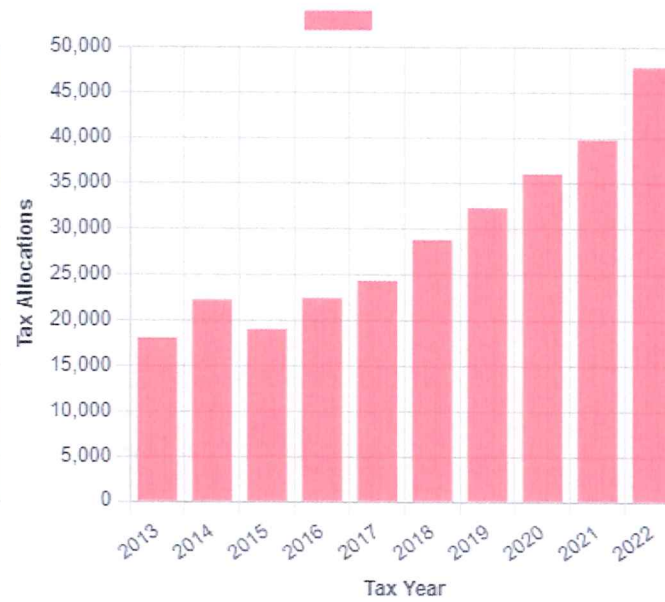
February - Sales Tax Allocations by Year



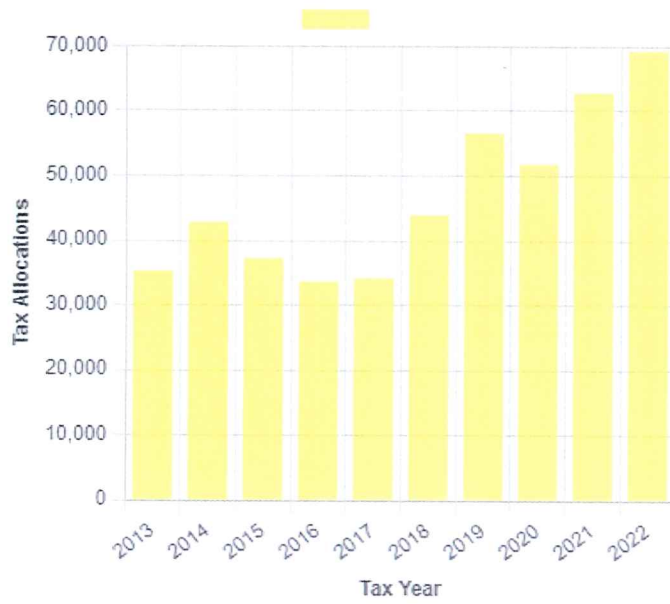
March - Sales Tax Allocations by Year



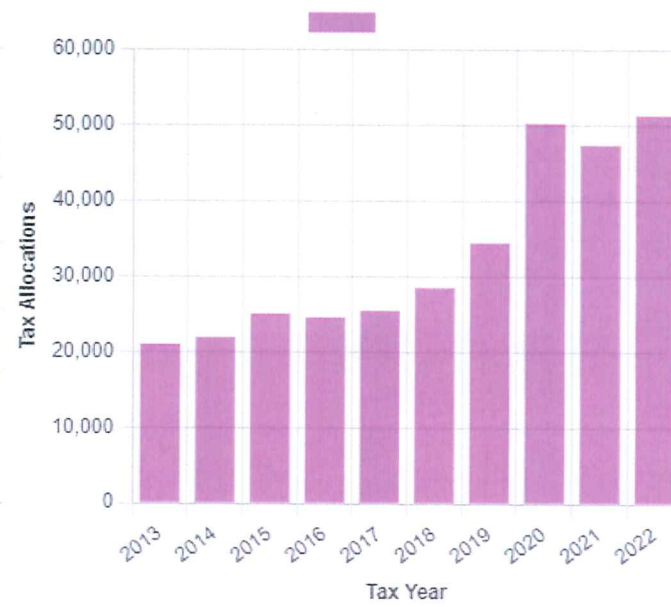
April - Sales Tax Allocations by Year



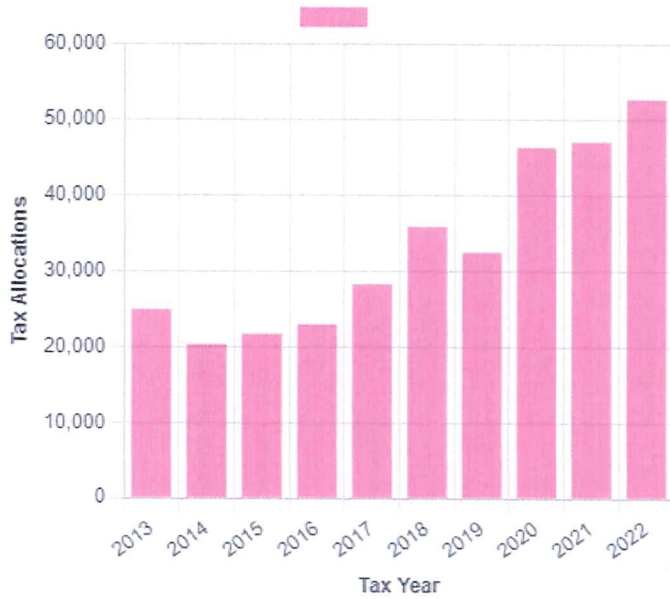
May - Sales Tax Allocations by Year



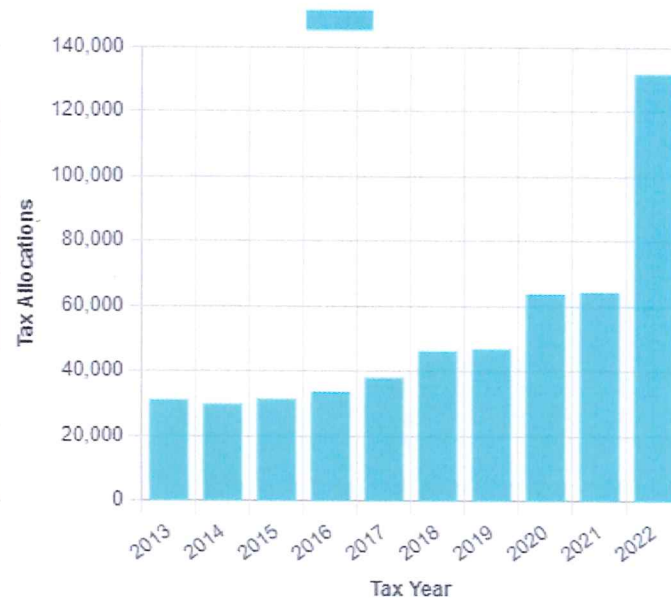
June - Sales Tax Allocations by Year



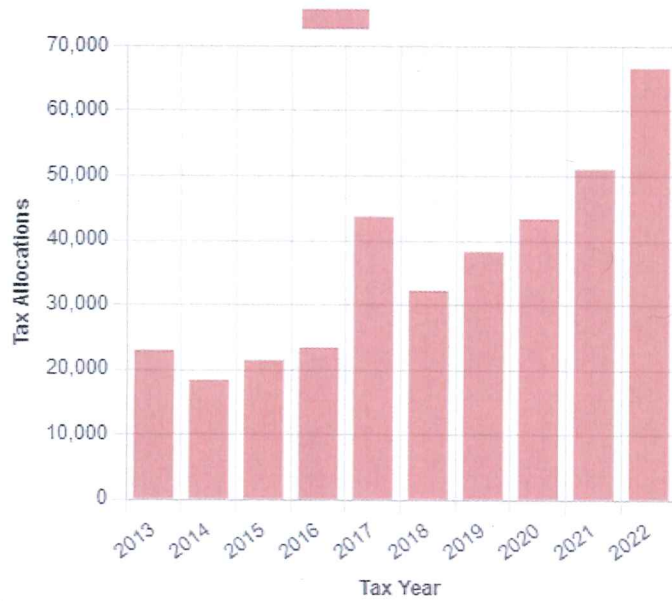
July - Sales Tax Allocations by Year



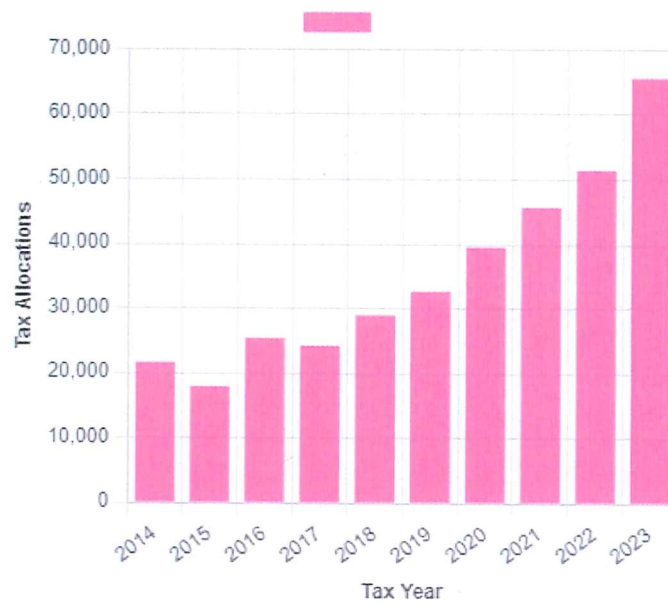
August - Sales Tax Allocations by Year



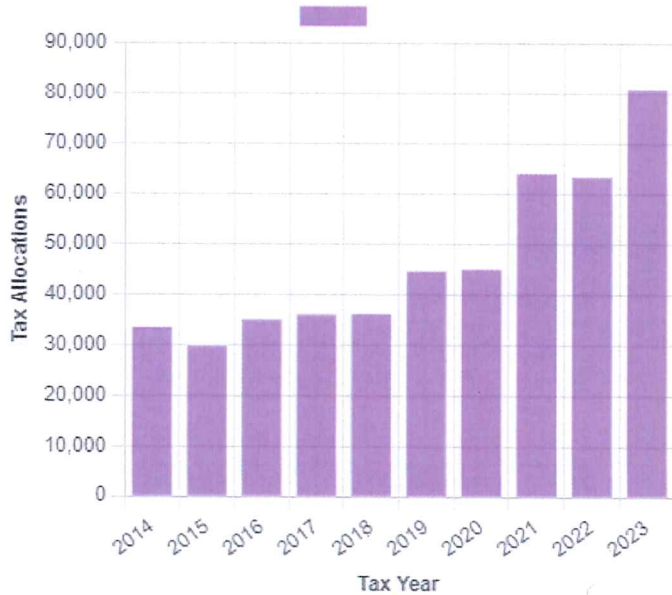
September - Sales Tax Allocations by Year



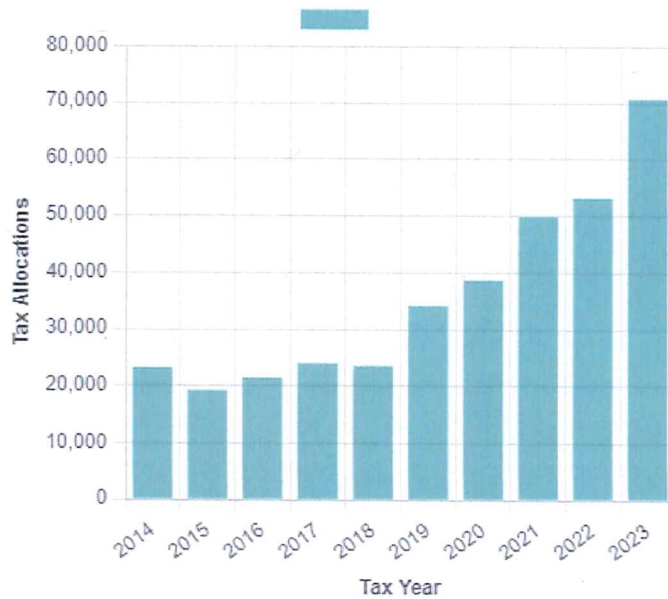
October - Sales Tax Allocations by Year



November - Sales Tax Allocations by Year



December - Sales Tax Allocations by Year



BUILDING PERMITS JANUARY 2023

Date Issued	Applicant First Name	Applicant Last Name	Property Address	Permit Number	Proposed Use	Valuation Bldg	Valuation Bldg w Land	Property County	Fees Due	Living Sq Ft	Total Sq Ft
1/30/2023	AMERICAN RESIDENTIAL SERVICES		508 BRUCE CT	2022-0542	MECHANICAL	15024	0	ELLIS	304.02	0	0
1/30/2023	AMERICAN RESIDENTIAL SERVICES		503 BRUCE CT	2022-0543	MECHANICAL	9000	0	ELLIS	169.22	0	0
1/17/2023	FORTINO	PINEDA	109 ELMWOOD DR	2022-0611	ACCESSORY BUILDING	0	0	ELLIS	40	0	0
1/10/2023	TOMMY	MOCK	7410 DESERT WILLOW LN	2022-0627	FENCE	5000	0	ELLIS	50	0	0
1/11/2023	SCOTT	MILLER	401 BROADMOOR LN	2022-0628	FENCE	1900	0	ELLIS	25	0	0
1/14/2023	VICTOR	POLIASHOV	601 CHRISTA LN	2023-0001	ELECTRICAL	1000	0	ELLIS	100	0	0
1/6/2023	MICHAEL	JOHNSON	350 CHEYENNE MOUNTAIN DR	2023-0002	IRRIGATION	1100	1100	ELLIS	25	0	0
1/6/2023	MICHAEL	JOHNSON	401 BROADMOOR LN	2023-0003	IRRIGATION	1100	1100	ELLIS	25	0	0
1/6/2023	RAYMOND	WIGGINS	3760 CHERRY LAUREL LN	2023-0004	IRRIGATION	3600	0	ELLIS	25	0	0
1/11/2023	SCOTT	MILLER	321 BROADMOOR LN	2023-0005	FENCE	3000	0	ELLIS	25	0	0
1/11/2023	SCOTT	MILLER	331 PENROSE DR	2023-0006	FENCE	3800	0	ELLIS	25	0	0
1/17/2023	ABIRAM	ALMANZA	243 WILLIAMSBURG LN	2023-0007	FENCE	1500	0	ELLIS	50	0	0
1/10/2023	RAYMOND	WIGGINS	7410 DESERT WILLOW LN	2023-0008	IRRIGATION	3600	0	ELLIS	25	0	0
1/13/2023	MICHAEL	JOHNSON	321 BROADMOOR LN	2023-0011	IRRIGATION	1100	1100	ELLIS	25	0	0
1/11/2023	COOMES AIR		606 VALLEY VIEW ST	2023-0012	MECHANICAL	9597	0	ELLIS	84.61	0	0
1/18/2023	DEBBIE	ANDERSEN	208 LARIAT TRL	2023-0017	FLATWORK	8500	450000	DALLAS	40	0	0
1/17/2023	F6 PLUMBING		512 FOREST EDGE LN	2023-0019	PLUMBING	850	0	ELLIS	125	0	0
1/18/2023	CODY	BROWN	634 WILLIAM DR	2023-0020	MECHANICAL	16155	16155	ELLIS	160.48	0	0
1/18/2023	NORMAN	PHILLIPS	314 WILLOW CREEK LN	2023-0022	PLUMBING	7400	0	ELLIS	125	0	0
1/25/2023	MICHAEL	JOHNSON	331 PENROSE DR	2023-0024	IRRIGATION	1100	1100	ELLIS	25	0	0
1/25/2023	CHRISTOPHER	TARPLEY	906 COCKRELL HILL RD	2023-0025	FENCE	22000	0	DALLAS	25	2898	2901
1/26/2023	GUSTAVO	ESCALONA	905 OVILLA OAKS DR	2023-0026	ELECTRICAL	5000	0	ELLIS	100	0	0
1/25/2023	LUCKY'S BACKFLOW & PLUMBING SERVICE		315 WILLOW CREEK LN	2023-0028	PLUMBING	1230	0	ELLIS	125	0	0
1/27/2023	RAYMOND	WIGGINS	148 WATER ST	2023-0030	IRRIGATION	3600	0	ELLIS	25	0	0
1/27/2023	MICHAEL	TALBOT	106 BROOKWOOD CT	2023-0038	PLUMBING	8000	0	ELLIS	125	0	0

Ovilla Municipal Court Report

FY-2022-2023	Total Traffic Cases Filed	City Ordinance Filed	Total Revenue	Amount Kept by City	Amount sent to State	Warrants Issued	Warrants Cleared	Uncontested Disposition	Defensive Driving	Deferred Disposition	Compliance Dismissals	Trial
October	97	6	\$24,989.20	\$15,889.60	\$9,099.60	0	15	40	21	46	0	0
November	86	0	\$21,658.20	\$13,796.21	\$7,861.99	42	3	29	14	30	0	0
December	79	1	\$20,124.79	\$12,755.56	\$7,369.23	42	6	32	10	23	0	0
January	80	0	\$20,659.00	\$13,678.11	\$6,980.89	32	9	28	14	26	1	0
February												
March												
April												
May												
June												
July												
August												
September												
Totals	342	7	\$87,431.19	\$56,119.48	\$31,311.71	116	33	129	59	125	1	0

2021-2022 FY

January	60	0	\$15,474.63	\$10,349.82	\$5,124.81	9
FY Totals	269	0	\$51,894.93	\$33,794.99	\$18,099.94	116

Staffing

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

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Animal Services	903 RED OAK CREEK DR	homeowner has deceased dog, suspect bobcat attack	1/3/2023	1/3/2023
Code Enforcement	303 COCKRELL HILL RD	PARKING VEHICLE IN YARD	1/10/2023	
Code Enforcement	7650 BALD CYPRESS DR	TRAILER PARKING LONGER THAN 48 HOURS	1/10/2023	1/17/2023
Code Enforcement	303 COCKRELL HILL RD	PARKING VEHICLE IN YARD	1/10/2023	1/17/2023
Code Enforcement	3900 MAPLE LN	TRAILER PARKING LONGER THAN 48 HOURS	1/10/2023	
Code Enforcement	116 MEADOW GLEN LN	HOME OCCUPATION VIOLATION INCREASED TRAFFIC	1/12/2023	
Code Enforcement	606 WILLIAM DR	CAR PARKED IN YARD	1/18/2023	
Code Enforcement	109 BENT TREE LN	CONTRACTOR SIGN UP LONGER AFTER WORK COMPLETED	1/18/2023	
Code Enforcement	203 OAKWOOD LN	JUNK VEHICLE	1/18/2023	
Code Enforcement	901 SLIPPERY ELM DR	TRAILER PARKED IN SIDE DRIVEWAY LONGER THAN 48 HOURS VEHICLE PARKED IN YARD	1/20/2023	
Code Enforcement	609 MEADOW LARK DR	VEHICLE PARKED IN YARD	1/20/2023	
Code Enforcement	109 OAKWOOD LN	TRAILER PARKED IN SIDE YARD	1/20/2023	
Code Enforcement	101 SILVERWOOD DR	CONSTRUCTION WITHOUT A PERMIT	1/26/2023	
Code Enforcement	121 SUBURBAN DR	CONSTRUCTION WITHOUT PERMIT - STORAGE BUILDING	1/27/2023	
Drainage	203 LARIAT TRL	Clean out drainage ditch 203 205 Lariat TRL	1/17/2023	
Drainage	700 BUCKBOARD ST	Help backfill hole from water leak and clean out drainage and jet out culvert	1/17/2023	
Drainage	301 WILLOW CREEK LN	Clean out drainage ditch 301 Willow Creek	1/19/2023	
Drainage	109 SILVERWOOD DR	Clean out drainage 107, 109 and 111 Silverwood.	1/25/2023	
Drainage	303 WILLOW CREEK LN	Clean out drainage 303 Willow Creek LN	1/25/2023	
Parks	105 COCKRELL HILL RD	The Fire Chief parking sign keeps falling over as it isn't placed into the ground since the new sidewalk was laid. It can be a hazard if the wind blows it into a car or a window.	1/9/2023	
Parks	105 COCKRELL HILL RD	We are needing the council room set up for the meeting tonight.	1/9/2023	
Street Department	105 COCKRELL HILL RD	Excavate saw cut area 700 block of Cockrell Hill Rd prep for asphalt overlay. area of excavation 5`x50` and 5`x30`	1/10/2023	
Street Department	105 COCKRELL HILL RD	NEED TO MOVE FIRE PROOF FILING CABINET FROM CITY MGR OFFICE TO CITY SEC OFFICE (WILL CALL WHEN READY)	1/26/2023	
Water/Wastewater	615 ELMWOOD DR	Please investigate meter meter leak homeowner called and said that the water meter was cracked and leaking.	1/3/2023	1/3/2023
Water/Wastewater	330 CHEYENNE MOUNTAIN DR	LEAK AT METER BOX	1/3/2023	1/4/2023

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	615 ELMWOOD DR	Crew installed a new straight stop and replaced the leaking meter gasket. Dustin C & Mario and Hunter from streets dept helped 2hr	1/3/2023	1/3/2023
Water/Wastewater	1908 DUNCANVILLE RD	**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation. Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations. Employee- Dustin Cleveland Time- 2hrs	1/3/2023	1/3/2023
Water/Wastewater	1908 DUNCANVILLE RD	**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms. •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) Employee- Dustin Cleveland Time- 2hrs	1/3/2023	1/3/2023
Water/Wastewater	105 COCKRELL HILL RD	Please go to ACE Hardware and get 4 1` ball valve and 4 1` tee`s. Go to Britton meter supply and get felt washers 1` and 3/4`	1/3/2023	1/3/2023
Water/Wastewater	101 WILLOW CREEK LN	Please meet with customer and determine if he has a leak and if so let them know to contact a plumber. Dustin 1hr	1/4/2023	1/4/2023
Water/Wastewater	1908 DUNCANVILLE RD	**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation. Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations. Employee- Dustin Cleveland Time- 2hrs	1/4/2023	1/4/2023

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms.</p> <ul style="list-style-type: none"> •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/4/2023	1/4/2023
Water/Wastewater	1908 DUNCANVILLE RD	replumbed the chlorine room Daniel and Randall 5hrs	1/4/2023	1/4/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation. Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations.</p> <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/5/2023	1/5/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms.</p> <ul style="list-style-type: none"> •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/5/2023	1/5/2023

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	105 COCKRELL HILL RD	<p>Please diagnose why the following meter will not read in.</p> <p>606 WILLIAM DR 607 MEADOWLARK DR 106 SLIPPERY ROCK CT 104 MEADOWWOOD 104 WILLOW CREEK LANE 134 SUBURBAN DR 918 RED OAK CREEK RD 224 LARIAT TRAIL 605 OAK RIDGE CT 501-A OVILLA OAKS DR 211 LARIAT TRAIL 307 SHADOWWOOD TRAIL</p>	1/5/2023	1/5/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation. Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations. Employee- Dustin Cleveland Time- 2hrs</p>	1/6/2023	1/6/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms. •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) Employee- Dustin Cleveland Time- 2hrs</p>	1/6/2023	1/6/2023
Water/Wastewater	509 FOREST EDGE LN	<p>Please meet and discuss customers leak and explain they will need to contact a plumber. Also take the flow data over to them so they can see flow details. Dustin .5hrs</p>	1/6/2023	1/6/2023
Water/Wastewater	105 COCKRELL HILL RD	<p>Please go to Ace Hardware and retrieve parts to install and protect meter endpoints in Broadmoor estates Dustin- 1hr</p>	1/6/2023	1/6/2023

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	103 WESTLAWN DR	Looks to be a possible water leak between the 2 driveways at 103 Westlawn. I believe it might be the service line leaking for the house across the street just a slight damp spot.	1/9/2023	1/26/2023
Water/Wastewater	1908 DUNCANVILLE RD	**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation. Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations. Employee- Dustin Cleveland Time- 2hrs	1/9/2023	1/9/2023
Water/Wastewater	1908 DUNCANVILLE RD	**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms. •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) Employee- Dustin Cleveland Time- 2hrs	1/9/2023	1/9/2023
Water/Wastewater	701 SEVEN FALLS RD	Please install meter endpoints at locations in Broadmoor Estates that are still needing them.	1/9/2023	1/9/2023
Water/Wastewater	330 CHEYENNE MOUNTAIN DR	Installed meter endpoint and programed it into the SETflow data base Dustin Cleveland .5hrs	1/9/2023	1/9/2023
Water/Wastewater	350 CHEYENNE MOUNTAIN DR	Installed meter endpoint and programed it into the SETflow data base Dustin Cleveland .5hrs	1/9/2023	1/9/2023
Water/Wastewater	351 CHEYENNE MOUNTAIN DR	Installed meter endpoint and programed it into the SETflow data base Dustin Cleveland .5hrs	1/9/2023	1/9/2023
Water/Wastewater	420 BROADMOOR LN	Installed meter endpoint and programed it into the SETflow data base Dustin Cleveland .5hrs	1/9/2023	1/9/2023

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	410 BROADMOOR LN	Installed meter endpoint and programed it into the SETflow data base Dustin Cleveland .5hrs	1/9/2023	1/9/2023
Water/Wastewater	401 BROADMOOR LN	Installed meter endpoint and programed it into the SETflow data base Dustin Cleveland .5hrs	1/9/2023	1/9/2023
Water/Wastewater	321 BROADMOOR LN	Installed meter endpoint and programed it into the SETflow data base Dustin Cleveland .5hrs	1/9/2023	1/9/2023
Water/Wastewater	301 BROADMOOR LN	Installed meter endpoint and programed it into the SETflow data base Dustin Cleveland .5hrs	1/9/2023	1/9/2023
Water/Wastewater	331 PENROSE DR	Installed meter endpoint and programed it into the SETflow data base Dustin Cleveland .5hrs	1/9/2023	1/9/2023
Water/Wastewater	290 PENROSE DR	Installed meter endpoint and programed it into the SETflow data base Dustin Cleveland .5hrs	1/9/2023	1/9/2023
Water/Wastewater	1908 DUNCANVILLE RD	**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation. Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations. Employee- Dustin Cleveland Time- 2hrs	1/10/2023	1/10/2023
Water/Wastewater	1908 DUNCANVILLE RD	**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms. •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) Employee- Dustin Cleveland Time- 2hrs	1/10/2023	1/10/2023
Water/Wastewater	745 COCKRELL HILL RD	Dustin Cleveland helped the streets dept with road patch on cockrell hill	1/10/2023	1/10/2023

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	105 COCKRELL HILL RD	Please pull and clean the air filtration filters on the Incline Vac Machine.	1/10/2023	1/10/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation.</p> <p>Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations.</p> <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/12/2023	1/11/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms.</p> <ul style="list-style-type: none"> •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/12/2023	1/11/2023
Water/Wastewater	600 BUCKBOARD ST	<p>Please excavate water leak and get it prepped for Fridays repairs.</p> <p>Dustin and Mario Time- 2.5hrs</p>	1/12/2023	1/11/2023
Water/Wastewater	609 BUCKBOARD ST	<p>Please excavate water leak in prep for Fridays water repair.</p> <p>Dustin & Mario Time- 4hrs</p>	1/12/2023	1/11/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms.</p> <ul style="list-style-type: none"> •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/12/2023	1/12/2023

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation.</p> <p>Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations.</p> <p>Employee- Dustin Cleveland</p> <p>Time- 2hrs</p>	1/12/2023	1/12/2023
Water/Wastewater	609 BUCKBOARD ST	<p>Please finish Excavation in prep for Fridays water repairs.</p> <p>Dustin & Mario</p> <p>Time- 3hrs</p>	1/12/2023	1/12/2023
Water/Wastewater	615 GEORGETOWN RD	<p>Exposure of water main for Fridays water repair.</p> <p>Dustin & Mario</p> <p>Time- 3.5hrs</p>	1/12/2023	1/12/2023
Water/Wastewater	600 BUCKBOARD ST	<p>Repaired leaking 2' blue dresser and repacked the wheel valve.</p> <p>Dustin, Randall, Mario-1.5hrs</p>	1/17/2023	1/13/2023
Water/Wastewater	615 GEORGETOWN RD	<p>Repaired leaking 4'' water main with full circle calmp</p> <p>Daniel, Dustin, Hunter- 2hrs</p>	1/17/2023	1/13/2023
Water/Wastewater	609 BUCKBOARD ST	<p>Repaired leaking 4' water main valve- Cut in new section of pipe and replaced valve.</p> <p>James, Daniel, Dustin, Johnny, Randall, Josh, Hunter, Mario</p> <p>Repair took 8hrs</p>	1/17/2023	1/13/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation.</p> <p>Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations.</p> <p>Employee- Dustin Cleveland</p> <p>Time- 2hrs</p>	1/17/2023	1/13/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms.</p> <ul style="list-style-type: none"> •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) <p>Employee- Dustin Cleveland</p> <p>Time- 2hrs</p>	1/17/2023	1/13/2023

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms.</p> <ul style="list-style-type: none"> •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/17/2023	1/17/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation. Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations.</p> <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/17/2023	1/17/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>Collected UCMR 5 samples at the ground storage tank. Daniel , Dustin 1hr</p>	1/17/2023	1/17/2023
Water/Wastewater	105 COCKRELL HILL RD	<p>Please take the umcr5 water samples to the fed ex mailing center at Wal Mart Dustin 1hr</p>	1/17/2023	1/17/2023
Water/Wastewater	105 COCKRELL HILL RD	<p>FD Kitchen sink backed up and would drain. Had to snake the line and put in drain cleaner to get it unclogged. Daniel & Dustin- 2.5hrs</p>	1/18/2023	1/17/2023
Water/Wastewater	617 WILLIAM DR	<p>LEAK TO THE LEFT OF THE FIRE HYDRANT</p>	1/18/2023	1/18/2023
Water/Wastewater	617 WILLIAM DR	<p>Please investigate a possible water leak at this location.</p>	1/18/2023	1/18/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation. Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations.</p> <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/18/2023	1/18/2023

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms.</p> <ul style="list-style-type: none"> •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/18/2023	1/18/2023
Water/Wastewater	701 SEVEN FALLS RD	Please get reading on meters that do not have end point for billing	1/18/2023	1/18/2023
Water/Wastewater	105 COCKRELL HILL RD	<p>Please scan in and diagnose any issue that may be keeping meter or endpoint from reading in.</p> <p>3251 OVILLA RD 321 Broadmoor Lane 104 WILLOW CREEK LANE 211 LARIAT TRAIL 307 SHADOWWOOD TRAIL 384 JOHNSON LN 350 CHEYENNE MOUNTAIN DR 703 BUCKBOARD 114 CUMBERLAND DR 605 OAK RIDGE CT 501-A OVILLA OAKS DR 301 BROADMOOR LN</p>	1/18/2023	1/18/2023
Water/Wastewater	617 WILLIAM DR	<p>Water leak at this location seems to be a service line leak possibly on the saddle or corp.</p> <p>leak will be put on the schedule for repairs.</p>	1/18/2023	1/23/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation.</p> <p>Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations.</p> <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/19/2023	1/19/2023

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms.</p> <ul style="list-style-type: none"> •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/19/2023	1/19/2023
Water/Wastewater	600 BUCKBOARD ST	Backfilled area from water leak repair last Friday the 13th Dustin, Hunter, Mario, Josh Completion time- 1hr	1/19/2023	1/19/2023
Water/Wastewater	609 BUCKBOARD ST	Backfilled area from water leak repair last Friday the 13th Dustin, Hunter, Mario, Josh Completion time- 2.5hr	1/19/2023	1/19/2023
Water/Wastewater	109 SILVERWOOD DR	PLEASE LEAVE DOOR TAG INFORMING CUSTOMER THEY NEED TO SET UP SERVICE BY TUESDAY 1/24/23.	1/19/2023	1/20/2023
Water/Wastewater	615 GEORGETOWN RD	Backfilled area from water leak repair last Friday the 13th Dustin, Hunter, Mario, Josh Completion time- 1.5hr	1/19/2023	1/19/2023
Water/Wastewater	701 SEVEN FALLS RD	<p>Please install meter endpoints at the remaining location that have meters only and program them into the SET system.</p> <p>Dustin Completed endpoint installs for Broadmoor Estates everything should be in the system for billing.</p> <p>Completion time 3.5hrs</p>	1/19/2023	1/19/2023
Water/Wastewater	110 MEADOW GLEN LN	Possible water leak at street by this address	1/23/2023	1/23/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation.</p> <p>Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations.</p> <p>Employee- Dustin Cleveland Time- 2hrs Completed on 1/20/23</p>	1/24/2023	1/20/2023

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms.</p> <ul style="list-style-type: none"> •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) <p>Employee- Dustin Cleveland Time- 2hrs Completed on 1/20/23</p>	1/24/2023	1/20/2023
Water/Wastewater	105 COCKRELL HILL RD	<p>Performed weekly vehicle and equipment inspections with documentation. Dustin Cleveland Completion time- 1hr</p>	1/24/2023	1/20/2023
Water/Wastewater	320 PENROSE DR	Please Push read-in water meter at this location for billing.	1/24/2023	1/20/2023
Water/Wastewater	321 PENROSE DR	Please Push read-in water meter at this location for billing.	1/24/2023	1/20/2023
Water/Wastewater	431 CHEYENNE MOUNTAIN DR	Please Push read-in water meter at this location for billing.	1/24/2023	1/20/2023
Water/Wastewater	340 CHEYENNE MOUNTAIN DR	Please Push read-in water meter at this location for billing.	1/24/2023	1/20/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation. Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations. Employee- Dustin Cleveland Time- 2hrs</p>	1/24/2023	1/23/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms.</p> <ul style="list-style-type: none"> •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/24/2023	1/24/2023

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	105 COCKRELL HILL RD	Please collect monthly bacti samples at the following locations 1. 105 Suburban 2. 204 Willow creek 3. 609 Edgewood 4. 113 Meadow Glen 5. 304 Ovilla Oaks	1/24/2023	1/23/2023
Water/Wastewater	617 WILLIAM DR	Service line leak was repaired at this location. Dustin and Mario- 3hrs	1/24/2023	1/23/2023
Water/Wastewater	105 COCKRELL HILL RD	Please take monthly water samples to the TRA lab in Irving, Tx Dustin Cleveland-1.5hrs	1/24/2023	1/23/2023
Water/Wastewater	1908 DUNCANVILLE RD	**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms. •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) Employee- Dustin Cleveland Time- 2hrs	1/24/2023	1/24/2023
Water/Wastewater	1908 DUNCANVILLE RD	**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation. Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations. Employee- Dustin Cleveland Time- 2hrs	1/24/2023	1/24/2023
Water/Wastewater	105 COCKRELL HILL RD	Please calibrate SL1000 for weekly NAP sampling	1/24/2023	1/24/2023
Water/Wastewater	213 SPLIT ROCK TER	Customer called stating that SET emailed them about continuous flow so I told homeowner we would investigate. Upon our finding in the field we discovered that the customer has a leak on their irrigation system. At the homeowners request we shutoff the double check valve to stop any further water consumption.	1/25/2023	1/25/2023

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation.</p> <p>Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations.</p> <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/26/2023	1/25/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Daily site checks of Overhead Water Tower, Pumpstation and Liftstation.</p> <p>Check for any pump failures, power failures or any other issues that may interrupt service to the system. Also check fencing, gates, signage, and locks that secure all locations.</p> <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/26/2023	1/26/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms.</p> <ul style="list-style-type: none"> •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/26/2023	1/25/2023
Water/Wastewater	1908 DUNCANVILLE RD	<p>**Perform Daily (NAP) Nitrification Action Plan at all state approved sampling locations and log all readings to the state approved reporting forms.</p> <ul style="list-style-type: none"> •Ground Storage Tank- Outside sampling location (Upstream) •Pump Room Sample Port (Downstream) •114 Silverwood (Average Age) •607 Cardinal (High Age Water) •304 Ovilla Oaks (High Age Water) <p>Employee- Dustin Cleveland Time- 2hrs</p>	1/26/2023	1/26/2023
Water/Wastewater	224 LARIAT TRL	<p>Please push read this meter into SET</p>	1/26/2023	1/25/2023

MONTHLY REPORT A CONCERNS JANUARY 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	203 SILVERWOOD DR	CUSTOMER CALLED STATING THAT WATER IS LEAKING AT THE METER AND HAS INCREASED HIS BILL AND WHEN THE METER WAS INSTALLED IT MUST NOT HAVE BEEN INSTALLED CORRECTLY THUS CREATING THE LEAK AND INCREASE IN HIS BILL. SENT SCREEN SHOTS FROM SET OF WATER USAGE FROM DEC 15-JAN 27TH	1/27/2023	



February 09, 2023
City Manager & City Secretary Monthly Report-January 2022

Good evening Honorable Mayor and Council,

Current and potential projects:

Broadmoor Estates:

Bryson Manor Phase 3 (permitting may soon be on hold pending completion of development agreement issues)

Hollywood Estates

Forest Creek Estates (Johnson Lane-formally Miracle Farms):

- Extension approved by Council.

TX Dot land acquisition: Partial funds received.

Preparing for the Cumberland Forest creek erosion project that includes riprap in the creek.

Finance:

- Edward Scott assumed the Finance Director Position
- Sharon Jungman retired as Finance Director effective 2.3.23 Available to work on a part-time basis

Fire Department:

- Continues involvement in Disaster Safety training and management.
- Fire Chief Kennedy staffed the EOC during the inclement weather event and shared updates and SIT Reports.

Police

- Administrative Assistant, Jessica Price, first day of employment 1.23.23
- Racial Profiling Report complete and ready for review by City Council

Public Works & Code:

- Ovilla Auto – Staff continues to monitor. No additional complaints.
- Lariat Trail issues – Staff continues to monitor this area. No additional complaints.
- Continued drainage and ditch work throughout the city.
- Reconstruction work undergoing in the conference room (next to the Council Chamber room)
- Attended Loop 9 hearing for Dallas and Ellis Counties.
- Working with city engineer on impact fees.

City Secretary/City Manager:

- Received and contacted all seven applicants for the Board of Adjustment. All applicants are still interested in serving and expect an appointment at the next regular meeting.
- Implemented baseball field rentals and use approved by Council action 1.30.23.
- Preparing Requests for Qualifications for Grant Administration and Engineering of the ARP Grant.
- 10 Public Information Requests filled. All were simple requests that no charges could be assessed.
- 1 Public Information Request sent the Attorney General for an opinion. Estimated Charges \$77.10
- Candidate Filing Period Open
- 3 Candidate Packets Picked up.

Respectfully submitted,
Pam Woodall
Bobbie Jo Taylor