

# City of *OVILLA* City Council

Dean Oberg, Place Two  
David Griffin, Place Three

Richard Dormier, Mayor  
Kimberly Case, Place One, Mayor Pro Tem

Doug Hunt, Place Four  
Brad Piland, Place Five

Monday, September 11, 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, September 11, 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 Place 2 Oberg
- U.S. Pledge of Allegiance and TX Pledge - led PL4 Hunt

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

#### **PROCLAMATIONS:**

- National Emergency Preparedness Month

### **III. CITIZEN'S 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. PUBLIC HEARINGS**

**P1** To receive public comment on the fiscal year 2023-2024 City of Ovilla Budget.

A. Public Comment

**P2** To receive public comment on a tax rate of \$0.626213 per \$100 valuation proposed by the governing body of the City of Ovilla, with a maintenance and operation rate of \$0.535175, and an Interest and Sinking Rate (debt rate) of \$0.091038.

A. Public Comment

### **V. 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 \$5,000

**C2.** Minutes of the Regular Council Meeting August 14, 2023

**C3.** 2023-2024 City of Ovilla Holiday Calendar

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## VI. REGULAR AGENDA

- ITEM 1. DISCUSSION/ACTION** – Consideration of and action on Resolution No. R2023-14, a resolution of the City Council of the City of Ovilla, Texas, approving a Traffic Calming Device Policy that provides for eligibility requirements, cost responsibility, design standards and procedures, procedures for installation, and traffic calming device removal and alteration; and providing an effective date.
- ITEM 2. DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2023-16, an ordinance of the City of Ovilla, Texas, amending Chapter 12, “Traffic and Vehicles,” Article 12.03, Operation of Vehicles,” Division 3, “Stop Intersections,” Section 12.03.73, “Other Stop Intersections” of the Code of Ordinances of the City of Ovilla, Texas, to add stop intersections; providing for the incorporation of premises; providing for amendments; providing a cumulative repealer/savings clause; providing a severability clause; providing a penalty not to exceed \$200.00; providing for engrossment and enrollment and incorporation into the Code of Ordinances; and providing an effective date.
- ITEM 3. DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2023-17, an ordinance of the City of Ovilla, Texas adopting the annual budget of the City of Ovilla for the 2023-2024 fiscal year in accordance with state law; providing for the incorporation of premises; providing for the adoption of the budget; providing for the filing of the budget as required by law; providing a cumulative repealer/savings clause; providing a severability clause; providing for engrossment and enrollment; and providing an effective date/record vote.
- ITEM 4. DISCUSSION/ACTION** – Consideration of and action on setting the date, time, and place for the adoption of the proposed ad valorem tax rate.
- ITEM 5. DISCUSSION/ACTION** – Consideration of and action on Resolution No. R2023-15, a resolution of the City Council of the City of Ovilla, Texas, amending Resolution No. R2023-13 to revise the City of Ovilla organizational chart; and providing an effective date.
- ITEM 6. DISCUSSION/ACTION** – Consideration of and action on approving and authorizing a Type B Economic Development Corporation project to fund a scoreboard for the softball field.
- ITEM 7. DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2023-18, an ordinance of the City of Ovilla, Texas, amending Chapter 13, “Utilities,” Article 13.03, “Water and Wastewater Services,” Division 2, “Water Service,” Section 13.03.045, “Damaging or Tampering with water meter or endpoint” and Appendix A, “Fee Schedule,” Article A7.000, “Water, Wastewater, Solid Waste and Recycling,” Section A7.010, “Water Meter Fees” of the Code of Ordinances of the City of Ovilla relating to water meter replacement fees; providing for the incorporation of premises; providing amendments; providing a cumulative repealer clause; providing a savings clause; providing a severability clause; providing for engrossment and enrollment and incorporation into the code of ordinances; and providing for an effective date.
- ITEM 8. DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2023-19, an ordinance of the City of Ovilla, Texas, amending Appendix A, “Fee Schedule”, Article A7.000, “Water, Wastewater, Solid Waste and Recycling”, Section A7.003, “Water and Wastewater Service Rates and Charges”, Subsection (A), “Monthly Water Rates” of the Code of Ordinances of the City of Ovilla to amend the monthly water rates for residential and nonresidential customers to reflect increased costs from Dallas Water Utilities; providing for the incorporation of premises; providing for amendments; providing a cumulative repealer/savings clause; providing a

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severability clause; providing for engrossment and enrollment and incorporation into the code of ordinances; and providing an effective date.

- ITEM 9. DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2023-20, an ordinance of the City of Ovilla, Texas, adopting the City of Ovilla Thoroughfare Standards, dated May 12, 2014; providing for the incorporation of premises; providing a cumulative repealer clause; providing a savings clause; providing a severability clause; providing for a penalty; and providing for an effective date.
- ITEM 10. DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2023-21, an ordinance of the City of Ovilla, Texas, adopting the City of Ovilla, Texas, manual for the design of storm drainage systems, dated August 1998; providing for the incorporation of premises; providing a cumulative repealer clause; providing a savings clause; providing a severability clause; providing for a penalty; and providing for an effective date.
- ITEM 11. DISCUSSION/ACTION** – Consideration of and action on an interlocal agreement providing emergency services to Emergency Service District #2.
- ITEM 12. DISCUSSION/ACTION** – Consideration of and action on an interlocal agreement providing emergency services to Emergency Service District #4.
- ITEM 13. DISCUSSION/ACTION** – Consideration of and action on terminating a contract for wireless cellular services with Verizon Wireless.
- ITEM 14. DISCUSSION/ACTION** – Consideration of and action awarding a contract for wireless cellular services to AT&T Mobility
- ITEM 15. DISCUSSION/ACTION** – Consideration and action on Ordinance 2023-22 an ordinance of the City of Ovilla, Texas, amending Appendix A, “Fee Schedule,” Article A8.000, “Development Fees,” Section A8.004, “Subdivision Fees” of the Code of Ordinances of the City of Ovilla to amend fees for engineering or construction plans and inspections of utilities and infrastructure to comply with H.B. No. 3492; providing for the incorporation of premises; providing for amendments; providing a cumulative repealer/savings clause; providing a severability clause; providing for engrossment and enrollment and incorporation into the code of ordinances; and providing an effective date.
- ITEM 16. DISCUSSION** – Discussion relating to downtown sidewalks and street lighting as requested by Mayor Dormier.
- ITEM 17. DISCUSSION** – Discussion relating to Ovilla Code of Ordinances Article 8.03 Noise and Article 8.04 Fireworks as requested by Place 2 Oberg and Place 4 Hunt.
- ITEM 18. DISCUSSION** – Discuss progress and receive updates on activities related to the 2023 Heritage Day celebration, to be held on Saturday, September 23, 2023.
- ITEM 19. DISCUSSION/ACTION** – Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.

## **VII. RECEIVE DEPARTMENTAL REPORTS – NO ACTION OR DISCUSSION**

- **Departmental Reports**
- Police Department

Police Chief J. Bennett

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- Fire Department
- Public Works Department
- Finance Department
- City Secretary

Fire Chief B. Kennedy  
Public Works Director J. Kuykendall  
Finance Director E. Scott  
City Secretary B. Taylor

## VIII. 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).


## IX. RECONVENE INTO OPEN SESSION - IN ACCORDANCE WITH TEXAS GOVERNMENT CODE, CHAPTER 551, THE CITY COUNCIL WILL RECONVENE INTO OPEN SESSION TO CONSIDER ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION.

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

## XI. ADJOURNMENT

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF September 11, 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](http://www.cityofovilla.org), on the 8th day of September 2023, prior to 6:30 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.



  
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Bobbie Jo Taylor, City Secretary  
TRMC, CMC

A quorum of The Ovilla Planning and Zoning Commission, Board of Adjustment, Economic Development Corporation, or Municipal Development District may be present. No action will be taken by the above-listed boards.

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 AND OTHER ELECTRONIC EQUIPMENT WHILE THE CITY COUNCIL MEETING IS IN SESSION.**

**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.**



# City of *AVILLA* City Council

*Dean Oberg, Place Two  
David Griffin, Place Three*

*Richard Dormier, Mayor  
Kimberly Case, Place One, Mayor Pro Tem*

*Doug Hunt, Place Four  
Brad Piland, Place Five*

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

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

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



# PROCLAMATION

## National Emergency Preparedness Month

**WHEREAS**, National Emergency Preparedness Month, occurring annually in September, creates an ideal opportunity for every resident of The City of Ovilla to join citizens across the nation in preparing their homes, businesses, and communities for both natural and man-made emergencies; and

**WHEREAS**, the City of Ovilla Office of Emergency Management partners with county, federal, state, tribal, territorial, private, non-profit, and other types of community agencies and organizations to educate citizens about local hazards and how to best prepare for them; and

**WHEREAS**, the Federal Emergency Management Agency (FEMA) has announced that the 2023 Preparedness Month theme will be "A Lasting Legacy;" and

**WHEREAS**, the best way to develop a "lasting legacy" of preparedness is to plan now, before a disaster, to maximize the potential for survival of one's family and community in a disaster situation; and

**WHEREAS**, the resilience of a community to return to normalcy after a disaster relies upon the education of its citizens on how to plan, prepare, and cooperate alongside first responders and rescue teams following a disaster situation; and

**WHEREAS**, in furtherance of disaster education, preparedness, and resilience in Ellis County, the City of Ovilla hereby recognizes the need for increased public awareness regarding emergency preparedness for all citizens of this community.

**NOW, THEREFORE, I, RICHARD DORMIER**, as Mayor of the City of Ovilla do hereby declare September as "Emergency Preparedness Month" in The City of Ovilla with a 2023 theme of educating citizens to build "A Lasting Legacy" for their loved ones and their community.

**IN WITNESS WHEREOF**, I have hereunto set my signature and the seal of the City of Ovilla, this 11<sup>th</sup> day of September 2023.



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Richard Dormier  
Mayor

09.11.2023

## Public Hearing P1

To  
Honorable Mayor and Council

From  
Staff

CC  
Applicable Departments

**P1** To receive public comment on the fiscal year 2023-2024 City of Ovilla Budget.

A. Public Comment

**STAFF COMMENT:** City Manager Henley will be presenting the Council with an overview and highlights of the Fiscal Year 2023-2024 Budget during the regular agenda.

**P2** To receive public comment on a tax rate of \$0.626213 per \$100 valuation proposed by the governing body of the City of Ovilla, with a maintenance and operation rate of \$0.535175, and an Interest and Sinking Rate (debt rate) of \$0.091038.

A. Public Comment

<b>PROPOSED TAX RATE</b>	<b>\$0.626213 PER \$100</b>
PRECEDING YEAR'S TAX RATE	\$0.660000 PER \$100
NO-NEW REVENUE TAX RATE	\$0.558128 PER \$100
VOTER APPROVAL TAX RATE	\$0.629413 PER \$100

**STAFF COMMENT:** City Staff has prepared the 2023-2024 budget with the proposed tax rate of \$0.626213 per \$100.00 as voted on unanimously by the city council at the previous city council meeting.

## City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road  
Ovilla, Texas 75154

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



**CITY OF OVILLA  
NOTICE OF PUBLIC HEARING  
September 11, 2023  
OVILLA MUNICIPAL BUILDING  
COUNCIL CHAMBER ROOM  
105 S. COCKRELL HILL ROAD, OVILLA, TX 75154**

Notice is hereby given that a Public Hearing will be conducted by the City Council of the City of Ovilla, Texas, on Monday, September 11, 2023, at 6:30 p.m., 105 S. Cockrell Hill Road, Ovilla Municipal Building, Council Chamber Room, Ovilla, TX 75154, to consider an Ordinance adopting the Fiscal Year 2023-2024 Budget and making appropriations for the support of the City Government of the City of Ovilla for the Fiscal Year beginning October 01, 2023, and ending September 30, 2024.

**This Budget will raise more total property taxes than last year's budget by \$495,070 which is a 13.30% increase, and of that amount, \$386,120 is tax revenue to be raised from new property added to the tax roll this year.**

To submit public comments, visit <https://www.cityofovilla.org/DocumentCenter/View/3233> or you may submit your written views to the City Secretary by any of these methods:

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

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

# NOTICE OF PUBLIC HEARING ON TAX INCREASE

A tax rate of \$0.626213 per \$100 valuation has been proposed by the governing body of City of Ovilla.

PROPOSED TAX RATE	\$0.626213 per \$100
NO-NEW-REVENUE TAX RATE	\$0.558128 per \$100
VOTER-APPROVAL TAX RATE	\$0.629413 per \$100

The no-new-revenue tax rate is the tax rate for the 2023 tax year that will raise the same amount of property tax revenue for City of Ovilla from the same properties in both the 2022 tax year and the 2023 tax year.

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

The proposed tax rate is greater than the no-new-revenue tax rate. This means that City of Ovilla is proposing to increase property taxes for the 2023 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON September 11, 2023 AT 6:30 pm AT Ovilla City Hall Council Room 105 S. Cockrell Hill Rd. Ovilla, TX 75154.

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

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

$$\text{Property tax amount} = (\text{tax rate}) \times (\text{taxable value of your property}) / 100$$

<b>FOR the proposal:</b>	Kimberly Case	David Griffin
	Dean Oberg	Doug Hunt
	Brad Piland	

**AGAINST the proposal:**

**PRESENT** and not voting: Richard Dormier

**ABSENT:**

Visit [Texas.gov/PropertyTaxes](https://www.texas.gov/PropertyTaxes) to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

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

The following table compares the taxes imposed on the average residence homestead by City of Ovilla last year to the taxes proposed to be imposed on the average residence homestead by City of Ovilla this year.

	<b>2022</b>	<b>2023</b>	<b>Change</b>
<b>Total tax rate (per \$100 of value)</b>	\$0.626213	\$0.626213	Increase of \$0.000000, or 0.00%
<b>Average homestead taxable value</b>	\$424,230	\$485,400	Increase of \$61,170, or 14.42%
<b>Tax on average homestead</b>	\$2,656.58	\$3,039.64	Increase of \$383.06, or 14.42%
<b>Total tax levy on all properties</b>	\$2,539,819	\$3,173,981	Increase of \$634,162, or 24.97%

For assistance with tax calculations, please contact the tax assessor for City of Ovilla at 972-825-5150 or Richard.Rozier@co.ellis.tx.us, or visit [www.ellistaxes.com](http://www.ellistaxes.com) for more information.

09-11-2023

## Consent Items C1-C3

To  
Honorable Mayor  
and Council

- C1. Financial Transactions over \$5,000
- C2. Minutes of the Regular Council Meeting August 14, 2023
- C3. 2023-2024 City of Ovilla Holiday Calendar

From  
Staff

### BACKGROUND AND JUSTIFICATION:

CC  
Applicable  
Departments

C1. Financial Transactions over \$5,000  
**STAFF RECOMMENDATION:** Staff recommends approval.

C2. Minutes of the Regular Council Meeting August 14, 2023  
**STAFF RECOMMENDATION:** Staff recommends approval.

C3. 2023-2024 City of Ovilla Holiday Calendar  
**STAFF RECOMMENDATION:** Staff recommends approval.

City of Ovilla

Tel 972-617-7262

105 S. Cockrell Hill Road  
Ovilla, Texas 75154

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





**Date: September 11, 2023**

**To: Honorable Mayor and Council Members**

**Subject: Transactions over \$5,000 From  
October 2022 thru  
July 2023**

**From:**

**Ed Scott – Finance Director**



City of Ovilla  
Transaction Detail Report  
10/1/2022 - 7/31/2023

9/5/2023 10:37 AM

**100 - General Fund**

**Account 100-2311000**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
10/14/2022	10/14/2022	AP Invoice	TMRS-Employer 10/8/2022	T. M. R. S.	PY10142022		5,672.76	0.00
10/26/2022	10/26/2022	AP Invoice	TMRS-Employer 10/22/2022	T. M. R. S.	PY10282022		5,672.37	0.00
11/9/2022	11/9/2022	AP Invoice	TMRS-Employer 11/5/2022	T. M. R. S.	PY11102022		5,773.30	0.00
11/22/2022	11/22/2022	AP Invoice	TMRS-Employer 11/19/2022	T. M. R. S.	PY11232022		5,925.59	0.00
12/7/2022	12/7/2022	AP Invoice	TMRS-Employer 12/3/2022	T. M. R. S.	PY1292022		6,033.59	0.00
12/21/2022	12/21/2022	AP Invoice	TMRS-Employer 12/17/2022	T. M. R. S.	PY12222022		5,720.64	0.00
1/5/2023	1/5/2023	AP Invoice	TMRS-Employer 12/31/2022	T. M. R. S.	PY162023		6,098.43	0.00
1/18/2023	1/18/2023	AP Invoice	TMRS-Employer 1/14/2023	T. M. R. S.	PY1202023		6,304.56	0.00
2/2/2023	2/2/2023	AP Invoice	TMRS-Employer 1/28/2023	T. M. R. S.	PY232023		6,626.71	0.00
2/15/2023	2/15/2023	AP Invoice	TMRS-Employer 2/11/2023	T. M. R. S.	PY2172023		11,594.13	0.00
2/15/2023	2/15/2023	AP Invoice	TMRS-Employee 2/11/2023	T. M. R. S.	PY2172023		7,406.65	0.00
3/1/2023	3/1/2023	AP Invoice	TMRS-Employer 2/25/2023	T. M. R. S.	PY332023		6,436.87	0.00
4/12/2023	4/12/2023	AP Invoice	TMRS-Employer 4/8/2023	T. M. R. S.	PY4142023		6,084.76	0.00
4/12/2023	4/12/2023	AP Invoice	TMRS-Employer 3/11/2023	T. M. R. S.	PY3172023		5,832.98	0.00
4/12/2023	4/12/2023	AP Invoice	TMRS-Employer 3/25/2023	T. M. R. S.	PY3312023		5,936.05	0.00
4/12/2023	4/12/2023	AP Invoice	TMRS-Employer 2/25/2023	T. M. R. S.	PY332023		6,436.87	0.00
4/26/2023	4/26/2023	AP Invoice	TMRS-Employer 4/22/2023	T. M. R. S.	PY4282023		6,147.11	0.00
4/26/2023	4/26/2023	AP Invoice	TMRS-Employer 4/8/2023	T. M. R. S.	PY4142023		6,084.76	0.00
5/24/2023	5/24/2023	AP Invoice	TMRS-Employer 5/20/2023	T. M. R. S.	PY5262023		6,095.41	0.00
5/24/2023	5/24/2023	AP Invoice	TMRS-Employer 5/6/2023	T. M. R. S.	PY5122023		5,971.04	0.00
6/21/2023	6/21/2023	AP Invoice	TMRS-Employer 6/17/2023	T. M. R. S.	PY6232023		6,031.06	0.00
6/21/2023	6/21/2023	AP Invoice	TMRS-Employer 6/3/2023	T. M. R. S.	PY692023		6,044.54	0.00
7/19/2023	7/19/2023	AP Invoice	TMRS-Employer 7/15/2023	T. M. R. S.	PY7212023		6,157.63	0.00
7/19/2023	7/19/2023	AP Invoice	TMRS-Employer 7/1/2023	T. M. R. S.	PY772023		6,097.50	0.00
Total							152,185.31	0.00

**100 - General Fund**

**Account 100-2311500**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
10/14/2022	10/14/2022	AP Invoice	Federal Withholding 10/8/2022	Internal Revenue Service	PY10142022		5,899.93	0.00
10/26/2022	10/26/2022	AP Invoice	Federal Withholding 10/22/2022	Internal Revenue Service	PY10282022		6,028.06	0.00
11/9/2022	11/9/2022	AP Invoice	Federal Withholding 11/5/2022	Internal Revenue Service	PY11102022		5,954.56	0.00

11/22/2022	11/22/2022	AP Invoice Federal Withholding 11/19/2022	Service Internal Revenue	PY11232022	6,202.38	0.00
12/7/2022	12/7/2022	AP Invoice Federal Withholding 12/3/2022	Service Internal Revenue	PY1292022	6,824.87	0.00
12/21/2022	12/21/2022	AP Invoice Federal Withholding 12/17/2022	Service Internal Revenue	PY12222022	6,114.15	0.00
1/5/2023	1/5/2023	AP Invoice Federal Withholding 12/31/2022	Service Internal Revenue	PY162023	5,879.61	0.00
1/18/2023	1/18/2023	AP Invoice Federal Withholding 1/14/2023	Service Internal Revenue	PY1202023	6,238.43	0.00
2/2/2023	2/2/2023	AP Invoice Federal Withholding 1/28/2023	Service Internal Revenue	PY232023	6,116.39	0.00
2/23/2023	2/23/2023	AP Invoice Federal Withholding 2/11/2023	Service Internal Revenue	PY2172023	19,464.27	0.00
3/1/2023	3/1/2023	AP Invoice Federal Withholding 2/25/2023	Service Internal Revenue	PY332023	6,187.22	0.00
3/15/2023	3/15/2023	AP Invoice Federal Withholding 3/11/2023	Service Internal Revenue	PY3172023	5,386.18	0.00
3/31/2023	3/31/2023	AP Invoice Federal Withholding 3/25/2023	Service Internal Revenue	PY3312023	5,566.25	0.00
4/12/2023	4/12/2023	AP Invoice Federal Withholding 4/8/2023	Service Internal Revenue	PY4142023	5,511.19	0.00
4/26/2023	4/26/2023	AP Invoice Federal Withholding 4/22/2023	Service Internal Revenue	PY4282023	5,569.11	0.00
5/10/2023	5/10/2023	AP Invoice Federal Withholding 5/6/2023	Service Internal Revenue	PY5122023	5,089.46	0.00
5/24/2023	5/24/2023	AP Invoice Federal Withholding 5/20/2023	Service Internal Revenue	PY5262023	5,080.52	0.00
6/9/2023	6/9/2023	AP Invoice Federal Withholding 6/3/2023	Service Internal Revenue	PY692023	5,271.05	0.00
7/7/2023	7/7/2023	AP Invoice Federal Withholding 7/1/2023	Service Internal Revenue	PY772023	5,154.83	0.00
7/19/2023	7/19/2023	AP Invoice Federal Withholding 7/15/2023	Service Internal Revenue	PY7212023	5,251.74	0.00
Total					128,790.20	0.00

**100 - General Fund**

**Account 100-2312150**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
10/14/2022	10/14/2022	AP Invoice ER PD UHC 10/8/2022		United Health Care	PY10142022		12,386.42	0.00
11/9/2022	11/9/2022	AP Invoice ER PD UHC 11/5/2022		United Health Care	PY11102022		12,386.42	0.00
12/7/2022	12/7/2022	AP Invoice ER PD UHC 12/3/2022		United Health Care	PY1292022		11,742.97	0.00
1/5/2023	1/5/2023	AP Invoice ER PD UHC 12/31/2022		United Health Care	PY162023		11,260.38	0.00
2/2/2023	2/2/2023	AP Invoice ER PD UHC 1/28/2023		United Health Care	PY232023		12,547.28	0.00
3/1/2023	3/1/2023	AP Invoice ER PD UHC 2/25/2023		United Health Care	PY332023		11,903.83	0.00
4/12/2023	4/12/2023	AP Invoice ER PD UHC 4/8/2023		United Health Care	PY4142023		10,938.65	0.00
5/10/2023	5/10/2023	AP Invoice ER PD UHC 5/6/2023		United Health Care	PY5122023		10,938.65	0.00

6/9/2023	6/9/2023	AP Invoice ER PD UHC 6/3/2023	United Health Care	PY692023		10,938.65	0.00
7/7/2023	7/7/2023	AP Invoice ER PD UHC 7/1/2023	United Health Care	PY772023		11,003.00	0.00
Total						116,046.25	0.00

**100 - General Fund**

**Account 100-24506**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
1/5/2023	1/5/2023	AP Invoice	4th Qtr State Criminal Costs & Fees	State Comptroller	123122	053723	23,507.43	0.00
Total							23,507.43	0.00

**100 - General Fund**

**Account 100-10-52220**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
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
3/3/2023	3/3/2023	AP Invoice	2ND QTR PAYMENT 2023	Ellis Central Appraisal District	2023-28-02	053870	6,100.84	0.00
6/15/2023	6/15/2023	AP Invoice	3RD QUARTER PAYMENT 2023	Ellis Central Appraisal District	2023-28-03	054163	6,100.84	0.00
Total							18,302.52	0.00

**100 - General Fund**

**Account 100-10-55240**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
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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
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
10/14/2022	10/14/2022	AP Invoice	CONTRACT 5016	TEXAS MUNICIPAL LEAGUE IRP	5016 10/01/22	053453	13,943.73	0.00
1/11/2023	1/11/2023	AP Invoice	TML INSURANCE	TML Intergovernmental Risk Pool	010123	053748	13,943.73	0.00
2/17/2023	2/17/2023	AP Invoice	WORKERS COMP AUDIT	TEXAS MUNICIPAL LEAGUE IRP	020123	053846	11,097.14	0.00
4/20/2023	4/20/2023	AP Invoice	TML MARCH 2023	TEXAS MUNICIPAL LEAGUE IRP	5016 04/01/23	054018	13,943.73	0.00
7/26/2023	7/26/2023	AP Invoice	TML INSURANCE	TML Intergovernmental Risk Pool	5016 070123	054284	13,943.73	0.00
Total							66,872.06	0.00

**100 - General Fund**

**Account 100-16-52240**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
2/9/2023	2/9/2023	AP Invoice	YEAR END AUDIT	FORVIS, LLP	BK01721771	053816	9,000.00	0.00
4/20/2023	4/20/2023	AP Invoice	FORVIS INV#BK10759646	FORVIS, LLP	BK01759646	054002	5,000.00	0.00
Total							14,000.00	0.00

**100 - General Fund**

**Account 100-16-52380**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
2/9/2023	2/9/2023	AP Invoice	RADIO SERVICES AGREEMENT FY 22-23	City of Midlothian	RSA 2023-16	053813	17,506.00	0.00
Total							17,506.00	0.00

**100 - General Fund**

**Account 100-16-55450**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
12/2/2022	12/2/2022	AP Invoice	ELECTRIC BILL	Gexa Energy LP	33333155-4	053583	5,443.73	0.00
12/29/2022	12/29/2022	AP Invoice	ELECTRIC BILL	Gexa Energy LP	33367263-4	053700	5,311.72	0.00
1/27/2023	1/27/2023	AP Invoice	ENERGY BILL	Gexa Energy LP	33409076-4	053784	5,614.08	0.00
3/3/2023	3/3/2023	AP Invoice	ELECTRIC UTILITY EXPENSE	Gexa Energy LP	33448427-4	053875	5,660.31	0.00

3/31/2023	3/31/2023	AP Invoice ELECTRIC UTILITY EXPENSE	Gexa Energy LP	33483389-4	053949	5,508.49	0.00
5/5/2023	5/5/2023	AP Invoice ENERGY BILL	Gexa Energy LP	33526568-4	054048	5,366.90	0.00
6/2/2023	6/2/2023	AP Invoice ELECTRIC UTILITY EXPENSE	Gexa Energy LP	33565504-4	054120	5,043.46	0.00
6/28/2023	6/28/2023	AP Invoice ENERGY BILL	Gexa Energy LP	33603981-4	054199	5,438.79	0.00
Total						43,387.48	0.00

**100 - General Fund**

**Account 100-16-55640**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
10/14/2022	10/14/2022	AP Invoice	CONTRACT 5016	TEXAS MUNICIPAL LEAGUE IRP	5016 10/01/22	053453	5,941.93	0.00
1/11/2023	1/11/2023	AP Invoice	TML INSURANCE	TML Intergovernmental Risk Pool	010123	053748	5,700.16	0.00
4/20/2023	4/20/2023	AP Invoice	TML MARCH 2023	TEXAS MUNICIPAL LEAGUE IRP	5016 04/01/23	054018	5,700.16	0.00

7/26/2023	7/26/2023	AP Invoice TML INSURANCE	TML Intergovernmental Risk Pool	5016 070123	054284	5,700.16	0.00	
						Total	23,042.41	0.00

**100 - General Fund**

**Account 100-16-55756**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
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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
						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
12/2/2022	12/2/2022	AP Invoice	SRRG/SRT MEMBERSHIP FEE	Waxahachie Police Department	6317-010	053604	8,250.00	0.00

Total	<u>8,250.00</u>	<u>0.00</u>
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**100 - General Fund**

**Account 100-20-55240**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
10/14/2022	10/14/2022	AP Invoice	CRIMES ANNUAL LICENSE FEE	Sam Houston State University	100122	053450	18,000.00	0.00



Total	<u>18,000.00</u>	<u>0.00</u>
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**100 - General Fund**

**Account 100-30-52137**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
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

Total	<u>7,500.00</u>	<u>0.00</u>
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**100 - General Fund**

**Account 100-30-52380**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
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5/5/2023	5/5/2023	AP Invoice EMS SERVICES 2ND QUARTER MARCH 2023	City of Midlothian	EMS033123	054044	25,887.50	0.00
6/28/2023	6/28/2023	AP Invoice SEMI ANNUAL INVOICE	City of Midlothian	OVILLA 040123	054195	22,750.00	0.00
Total						48,637.50	0.00
<b>100 - General Fund</b>			<b>Account 100-30-52385</b>				

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
1/27/2023	1/27/2023	AP Invoice	EMS SERVICES FOR 1ST QUARTER	City of Midlothian	EMS123122	053779	25,887.50	0.00
Total							25,887.50	0.00

**100 - General Fund**

**Account 100-30-55520**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
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5/5/2023	5/5/2023	AP Invoice WATER DAMAGE REPAIR	Mr. Restore	PR0000000184021054053		15,868.58	0.00
Total						15,868.58	0.00

**100 - General Fund**

**Account 100-30-55545**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
3/3/2023	3/3/2023	AP Invoice	VEHICLE REPAIRS	Siddons-Martin Emergency Group, LLC	14410941	053882	26,482.71	0.00
Total							26,482.71	0.00

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

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
12/16/2022	12/16/2022	AP Invoice	FACEMASK EQUIPMENT	Metro Fire Apparatus Specialists, Inc.	186991-1	053647	8,424.00	0.00
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
10/20/2022	10/20/2022	AP Invoice	ANNUAL SUBSCRIPTIONS	Gov Pilot	2021-1171	053473	7,500.00	0.00
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
12/2/2022	12/2/2022	AP Invoice	TRASH/RECYCLING SERVICES	Community Waste Disposal	1348105	053577	28,107.58	0.00
12/16/2022	12/16/2022	AP Invoice	DISPOSAL SERVICES	Community Waste Disposal	1357287	053638	28,173.58	0.00
1/11/2023	1/11/2023	AP Invoice	DISPOSAL SERVICES	Community Waste Disposal	1366428	053736	28,272.58	0.00

2/17/2023	2/17/2023	AP Invoice TRASH/RECYCLING FEE	Community Waste Disposal	1377216	053832	31,247.83	0.00
3/3/2023	3/3/2023	AP Invoice TRASH/RECYCLING FEE	Community Waste Disposal	02/28/2023	053868	31,284.41	0.00
4/20/2023	4/20/2023	AP Invoice TRASH/RECYCLING FEE	Community Waste Disposal	1395256	053997	31,266.12	0.00
6/15/2023	6/15/2023	AP Invoice TRASH/RECYCLING FEE APRIL 2023	Community Waste Disposal	1406363	054156	31,485.60	0.00
6/15/2023	6/15/2023	AP Invoice TRASH/RECYCLING FEE MAY 2023	Community Waste Disposal	1433112	054156	31,485.60	0.00

7/13/2023	7/13/2023	AP Invoice	TRASH/RECYCLING FEE JUNE 2023	Disposal Community Waste Disposal	1442262	054232	31,485.60	0.00
Total							272,808.90	0.00

**100 - General Fund**

**Account 100-50-55560**



Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
5/18/2023	5/18/2023	AP Invoice	TREE TRIMMING	Ellis County Precinct #4	042023	054089	6,250.00	0.00
						Total	6,250.00	0.00
						Total	0.00	965,577.90

**200 - Water And Utilities Fund**

**Account 200-2311500**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
2/23/2023	2/23/2023	AP Invoice	Federal Withholding 2/11/2023	Internal Revenue Service	PY2172023		5,380.49	0.00
						Total	5,380.49	0.00

**200 - Water And Utilities Fund**

**Account 200-75-52350**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
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
1/27/2023	1/27/2023	AP Invoice	DIVE INSPECTION	U. S. Underwater Services, LLC	S227585TX.00-1	053791	5,225.00	0.00
3/31/2023	3/31/2023	AP Invoice	DIRECTIONAL BORE INSTALL W/4" PIPE	SBS Underground Inc.	12	053965	18,500.00	0.00
						Total	29,648.00	0.00

**200 - Water And Utilities Fund**

**Account 200-75-55240**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
1/11/2023	1/11/2023	AP Invoice	ANNUAL RENEWAL- SOFTWARE SUPPORT	AVR Inc.	046042	053729	5,082.00	0.00
						Total	5,082.00	0.00

**200 - Water And Utilities Fund**

**Account 200-75-55460**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
10/20/2022	10/20/2022	AP Invoice	UTILITIES AND SERVICES	City of Dallas	050302539635	053467	44,602.14	0.00
12/22/2022	12/22/2022	AP Invoice	WATER UTILITIES AND SERVICES	City of Dallas	050302570964	053671	94,007.56	0.00
1/27/2023	1/27/2023	AP Invoice	WATER UTILITIES AND SERVICES	City of Dallas	050302583656	053778	31,385.82	0.00
3/17/2023	3/17/2023	AP Invoice	SERVICE FROM 1/10/23 - 2/8/23	City of Dallas	050302596438	053904	27,913.79	0.00
4/6/2023	4/6/2023	AP Invoice	SERVICE FROM 2/9/23 - 3/10/23	City of Dallas	050302609270	053975	24,444.23	0.00
5/5/2023	5/5/2023	AP Invoice	SERVICE FROM 3/11/23 - 4/10/23	City of Dallas	050302623114	054042	28,786.10	0.00
6/2/2023	6/2/2023	AP Invoice	SERVICE 4/11/23-5/9/23	City of Dallas	050302645909	054115	37,187.26	0.00
6/28/2023	6/28/2023	AP Invoice	SERVICE FROM 5/10/23-6/8/23	City of Dallas	050302658427	054194	45,084.71	0.00

Total	<u>333,411.61</u>	<u>0.00</u>
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**200 - Water And Utilities Fund**

**Account 200-75-55585**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
1/5/2023	1/5/2023	AP Invoice	ENDPOINTS	Smart Earth Technologies LLC	11731	053722	10,673.86	0.00

Total	<u>10,673.86</u>	<u>0.00</u>
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**200 - Water And Utilities Fund****Account 200-80-55463**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
10/20/2022	10/20/2022	AP Invoice	NOVEMBER BILLING	Trinity River Authority of Texas	BH 1687	053480	36,996.00	0.00
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
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
1/20/2023	1/20/2023	AP Invoice	OPERATION, MAINTENANCE, & DEBT SERVICE	Trinity River Authority of Texas	BH 1705	053766	38,960.00	0.00
2/17/2023	2/17/2023	AP Invoice	OPERATION, MAINTENANCE, & DEBT SERVICE	Trinity River Authority of Texas	BH 1711	053848	38,960.00	0.00
4/20/2023	4/20/2023	AP Invoice	TRA OPERATIONS & MAINTENANCE 3/10	Trinity River Authority of Texas	BH 1717	054022	38,960.00	0.00
4/20/2023	4/20/2023	AP Invoice	TRA OPERATIONS & MAINTENANCE 4/10	Trinity River Authority of Texas	BH 1723	054022	38,960.00	0.00
6/2/2023	6/2/2023	AP Invoice	TRA OPERATIONS & MAINTENANCE 5/10	Trinity River Authority of Texas	BH 1731	054131	38,960.00	0.00
7/13/2023	7/13/2023	AP Invoice	TRA OPERATIONS & MAINTENANCE 6/10	Trinity River Authority of Texas	BH 1737	054255	38,960.00	0.00

7/26/2023	7/26/2023	AP Invoice	6/10 OPERATION & MAINENANCE	of Texas Trinity River Authority of Texas	BH 1746	054285	23,959.00	0.00
Total							<u>372,635.00</u>	<u>0.00</u>
<b>200 - Water And Utilities Fund</b>				<b>Account 200-85-52240</b>				

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
2/9/2023	2/9/2023	AP Invoice	YEAR END AUDIT	FORVIS, LLP	BK01721771	053816	9,000.00	0.00
4/20/2023	4/20/2023	AP Invoice	FORVIS INV#BK10759646	FORVIS, LLP	BK01759646	054002	5,000.00	0.00
Total							14,000.00	0.00

**200 - Water And Utilities Fund** **Account 200-85-52260**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
2/9/2023	2/9/2023	AP Invoice	ENGINEER FEES	Birkhoff, Hendricks and Carter, LLP	18797	053811	7,636.00	0.00
4/20/2023	4/20/2023	AP Invoice	PROJECT 2022127 18983	Birkhoff, Hendricks and Carter, LLP	18983	053994	6,108.80	0.00
Total							13,744.80	0.00

**500 - Municipal Development District Fund** **Account 500-10-9109218**

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
3/17/2023	3/17/2023	AP Invoice	HVAC FOR CITY HALL CONF ROOM	Cozy D Heating & A/C LLC	5162	1050	15,800.00	0.00
Total							15,800.00	0.00

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

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit
10/20/2022	10/20/2022	AP Invoice	50% Down Pmt. on Marquee sign for City Hall	Datatronic Control Inc.	P-3154-1	1063	24,390.25	0.00
3/17/2023	3/17/2023	AP Invoice	MONUMENT SIGN	Datatronic Control Inc.	F-3154-2	1071	21,140.25	0.00
Total							45,530.50	0.00

**600 - 4B Economic Development Fund****Account 600-10-8109222**

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

**CITY OF OVILLA MINUTES**  
***Monday, August 14, 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	Mayor Pro Tem,	Place 1
Dean Oberg	Council Member,	Place 2
David Griffin	Council Member,	Place 3
Doug Hunt	Council Member,	Place 4
Brad Piland	Council Member,	Place 5

All council members were in attendance thus constituting a quorum. The City Manager, City Secretary, department directors, and various staff were also present.

**CALL TO ORDER:**

Mayor Pro Tem Case led the invocation and PL 3 Griffin led the reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

**ANNOUNCEMENTS, PROCLAMATIONS, PRESENTATIONS, COMMENTS:**

City Manager, David Henley, gave an update on the following items:

- Heritage Day Announcement
- Employee Evaluations
- Conference Room

**CITIZEN COMMENTS:**

Tana Jimenez, 109 Suburban Dr., addressed the council and urged the council to enact an ordinance to prohibit the sale of CBD and to enact policies that would not allow smoke shops.

John Jimenez, 109 Suburban Dr., requested that the council reconsider adding a position in the proposed 2023-2024 budget and to not hire an EDC Coordinator.

**CONSENT AGENDA:**

- C1.** Financial Transactions over \$5,000
- C2.** Minutes of the Regular Council Meeting July 10, 2023
- C3.** Minutes of the Special Council Meeting and Budget Workshop July 18, 2023
- C4.** Minutes of the Special Council Meeting and Budget Workshops July 19, 2023
- C5.** Minutes of the Special Council Meeting and Budget Workshop July 24, 2023
- C6.** Investment Report for October through June 2023

PL 4 Hunt motioned to approve all consent agenda items.

Mayor Pro Tem Case seconded the motion.



No oppositions, no abstentions.

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

**REGULAR AGENDA:**

**ITEM 1. DISCUSSION** –Discuss a proposed traffic calming device policy.

Citizen Comments regarding item #7:

Carol Richtsmeier, 925 Red Oak Creek Dr., spoke against the proposed traffic calming device policy.

Joe Richtsmeier, 925 Red Oak Creek Dr., spoke against the proposed traffic calming device policy.

Cheryl Jacobs, 910 Red Oak Creek Dr., spoke against the proposed traffic calming device policy.

Terry Guerra, 908 Red Oak Creek Dr., spoke against the proposed traffic calming device policy.

Annette Guerra, 908 Red Oak Creek Dr., spoke against the proposed traffic calming device policy.

Jennifer Ferranti, 603 Cedar Ridge Ct., spoke against the proposed traffic calming device policy.

Dallas Tillman II, 924 Red Oak Creek Dr., spoke against the proposed traffic calming device policy.

City Manager David Henley presented a draft traffic calming device policy to the City Council. Mr. Henley advised that the draft was composed using cities that would be comparable in size to Ovilla.

The City Council and Mayor Dormier discussed the effects that the policy would have on the citizens of Ovilla, specifically the financial impact on the residents if the policy were to move forward. The Council advised that they were not in favor of charging residents if a traffic device is needed due to the dangerous conditions of the roadway.

The City Council requested a discussion/action item be placed on the next agenda to move forward with a policy that would address the concerns of the council and the citizens' needs.

Mayor Dormier moved Item #7 to be acted on prior to Item #2

**ITEM 7. DISCUSSION/ACTION** – Receive, discuss, and consider a recommendation from City Staff regarding the apparent low bid and best service provider for Solid Waste Disposal services in the City of Ovilla to include a directive to begin negotiations with the selected vendor for City Council consideration.

The Council discussed the six (6) proposals that were received by the city during the advertising and publication of the Solid Waste Request for Proposals. Mayor Dormier allowed each company in attendance the opportunity to speak to the Council regarding the services that they could provide Ovilla if the Council were to move forward with contract negotiations with their company. The following companies addressed the Council.

Community Waste Disposal  
Frontier Waste Solutions  
Republic Services  
Blackjack Disposal

After listening to the representatives, the Council continued discussions at length including discussions relating to cost, equipment, customer services, and value.

PL2 Oberg motioned to authorize the city manager to enter contract negotiations with Community Waste Disposal.

PL5 Piland seconded the motion.

No oppositions, no abstentions.

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

**ITEM 2. DISCUSSION/ACTION** – Review the proposed Fiscal Year 2023-2024 Budget, discuss the preliminary determination of the tax rate, and direct staff as necessary.

City Manager David Henley reviewed the proposed Fiscal year 2023-2024 Budget with the Council. Mr. Henley advised that the staff is recommending keeping the tax rate of \$0.626213 for the upcoming fiscal year. Mr. Henley explained that at this rate the proposed M&O tax would be at the rate of \$0.501374 and the I&S rate would be \$0.124839. Mr. Henley explained to the Council that the proposed 2023-2024 Budget provides to build the City of Ovilla reserve funds, pays down debt in the amount of \$833,304, and includes a major SCADA update among many other projects that the Council had previously directed Mr. Henley to include.

The City Council directed Mr. Henley to add in the cost of funding possible street humps to be placed in the Red Oak Creek Neighborhood, a merit increase of up to 3% for employees, and a cost-of-living adjustment of 1%.

**ITEM 3. DISCUSSION/ACTION** – Consideration of and action on setting the proposed tax rate for the Fiscal Year 2023-2024 Budget and take a record vote.

City Manager David Henley presented the Council with a tax rate of \$0.626213 which Mr. Henley advised would best serve the needs of the City of Ovilla. Mr. Henley advised that the Council will hold a public meeting on September 11, 2023 and will consider action on adopting the tax rate at that time.

Mayor Dormier advised the Council that action on this item would require a record vote.

PL4 Hunt motioned to set the proposed tax rate at \$0.626213.

Mayor Pro Tem Case seconded the motion.

**The motion to set the proposed tax rate at \$0.626213 carried with the following record vote:**

Place 1 Case Aye

Place 2 Oberg Aye

Place 3 Griffin Aye

Place 4 Hunt Aye

Place 5 Piland Aye

**ITEM 4. DISCUSSION/ACTION** – Consideration of and action on setting a Public Hearing to be held on Monday, September 11, 2023 at 6:30 p.m. for the purpose of allowing public comments on the adoption of the 2023/2024 Fiscal Year Budget and the 2023/2024 Tax Rate.

Mayor Pro Tem Case motioned to set a Public Hearing to be held on Monday, September 11, 2023, at 6:30 p.m. for the purpose of allowing public comments on the adoption of the 2023-2024 Fiscal Year Budget and the 2023-2024 Tax Rate.

PL3 Griffin seconded the motion.

No oppositions, no abstentions.

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

**ITEM 5. DISCUSSION/ACTION** – Consideration of and action on Resolution No. R2023-13 a Resolution of the City of Ovilla, Texas finding that Oncor Electric Delivery Company LLC's application to amend its distribution cost recovery factor and update generation riders to increase distribution rates within the city should be denied; authorizing participation with the steering committee of cities served by Oncor; authorizing hiring of legal counsel; finding that the city's reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the company and legal counsel.

PL3 Griffin motioned to approve Resolution No. R2023-13 a Resolution of the City of Ovilla, Texas finding that Oncor Electric Delivery Company LLC's application to amend its distribution cost recovery factor and update generation riders to increase distribution rates within the city should be denied; authorizing participation with the steering committee of cities served by Oncor; authorizing the hiring of legal counsel; finding that the city's reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the company and legal counsel.

PL4 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 Ordinance No. 2023-14 an Ordinance of the City Council of the City of Ovilla, Texas, approving a negotiated settlement between the Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex division regarding the company's 2023 rate review mechanism filing; declaring existing rates to be unreasonable; adopting tariffs that reflect rate adjustments consistent with the negotiated settlement; finding the rates to be set by the attached settlement tariffs to be just and reasonable and in the public interest; approving an attachment establishing a benchmark for pensions and retiree medical benefits; requiring the company to reimburse ACSC'S reasonable ratemaking expenses; determining that this ordinance was passed in accordance with the requirements of the Texas Open Meetings Act; adopting a savings clause; declaring an effective date; and requiring delivery of this ordinance to the company and the ACSC'S legal counsel.

PL4 Hunt motioned to approve Ordinance No. 2023-14 an Ordinance of the City Council of the City of Ovilla, Texas, approving a negotiated settlement between the Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex division regarding the company's 2023 rate review mechanism filing; declaring existing rates to be unreasonable; adopting tariffs that reflect rate adjustments consistent with the negotiated settlement; finding the rates to be set by the attached

settlement tariffs to be just and reasonable and in the public interest; approving an attachment establishing a benchmark for pensions and retiree medical benefits; requiring the company to reimburse ACSC'S reasonable ratemaking expenses; determining that this ordinance was passed in accordance with the requirements of the Texas Open Meetings Act; adopting a savings clause; declaring an effective date; and requiring delivery of this ordinance to the company and the ACSC'S legal counsel.

PL5 Piland seconded the motion.

No oppositions, no abstentions.

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

Mayor Dormier advised that he had moved Item #7 to be discussed prior to Item #2. Mayor Dormier stated that the council would move to Item #8 at this time.

**ITEM 8. DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2023-15 An ordinance of the City Council of the City of Ovilla, Texas, creating article 8.06 “sex offender regulations” to establish residency restrictions for sex offenders that prohibit residency of a registered sex offender within one thousand (1,000) feet of a child safety zone; providing definitions; providing residence location restrictions; prohibiting solicitation of trick-or-treaters; adopting procedures to apply for exemptions from the ordinance and providing a scope of exemption; providing for the incorporation of premises; providing a cumulative repealer clause; providing a savings clause; providing a severability clause; providing for a penalty of a fine in an amount not to exceed five hundred dollars (\$500) for each offense, and a separate offense shall be deemed committed upon each day during or on which a violation occurs or continues; providing for publication and providing for an effective date.

The Council discussed the proposed ordinance with Police Chief Joey Bennett. Chief Bennett advised that the residency portion of the ordinance would apply to any sex offender currently living in Ovilla who is residing within one thousand (1,000) feet of a child safety zone. Chief Bennett stated that those persons would have to apply for an exemption from the city to continue to inhabit a dwelling within the area.

PL2 Oberg motioned to approve Ordinance No. 2023-15 An ordinance of the City Council of the City of Ovilla, Texas, creating article 8.06 “sex offender regulations” to establish residency restrictions for sex offenders that prohibit residency of a registered sex offender within one thousand (1,000) feet of a child safety zone; providing definitions; providing residence location restrictions; prohibiting solicitation of trick-or-treaters; adopting procedures to apply for exemptions from the ordinance and providing a scope of exemption; providing for the incorporation of premises; providing a cumulative repealer clause; providing a savings clause; providing a severability clause; providing for a penalty of a fine in an amount not to exceed five hundred dollars (\$500) for each offense, and a separate offense shall be deemed committed upon each day during or on which a violation occurs or continues; providing for publication and providing for an effective date.

Mayor Pro Tem Case seconded the motion.

No oppositions, no abstentions.

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

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

5

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

**ITEM 9. DISCUSSION** – Discuss progress and receive updates on activities related to the 2023 Heritage Day Celebration, on Saturday, September 23, 2023.

PL4 Hunt updated the Council on the upcoming 2023 Heritage Day Event. Mr. Hunt advised that he has sent out well over two hundred (200) emails to vendors to be a part of the event. Mr. Hunt and the Council discussed the Service League being the Grand Marshal for the event and that a lineup for the parade would be provided.

**ITEM 10. 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 E. Scott
  - City Secretary City Secretary B. Taylor

**EXECUTIVE SESSION**

The City Council of the City of Ovilla, Texas, reserves the right to meet in a closed session on any item listed on this Agenda should the need arise, pursuant to authorization by Texas Government Code, Sections 551.071 (consultation 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).

§551.074: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee: (i) City Manager

Mayor Dormier adjourned into executive session at 9:12 pm

**RECONVENE INTO OPEN SESSION - In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Open Session to consider action, if any, on matters discussed in Executive Session.**

Reconvene Time: 9:35 pm

No action was taken as a result of the executive session.

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

- Mayor Pro Tem Case requested that the traffic calming policy as well as the concrete and lights for the downtown area be placed on the next agenda.
- PL4 Hunt requested the fireworks ordinance be added to the next agenda.

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

6

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

- PL5 Piland requested discussion regarding a three-way stop at Red Oak Creek and Hollingsworth be discussed at the next agenda.

**ADJOURNMENT:**

PL2 Oberg made a motion to adjourn.

PL5 Piland seconded the motion.

There being no further business, Mayor Dormier adjourned the meeting at 9:38 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: September 11, 2023**

## **2023 – 2024**

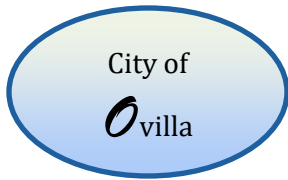
### ***Fiscal Year Calendar & Holidays***

Columbus Day	Monday	October 9, 2023
Veteran's Day	Friday	November 10, 2023
Thanksgiving Holiday	Thursday Friday	November 23, 2023 November 24, 2023
Christmas Holiday	Monday Tuesday	December 25, 2023 December 26, 2023
New Year's Holiday	Monday	January 1, 2024
Martin Luther King Day	Monday	January 15, 2024
President's Day	Monday	February 19, 2024
Good Friday (Easter)	Friday	March 29, 2024
Memorial Day	Monday	May 27, 2024
Juneteenth Holiday	Wednesday	June 19, 2024
Independence Day Holiday	Thursday	July 4, 2024
Labor Day	Monday	September 2, 2024
<b>*Heritage Day</b>	<b>Saturday</b>	<b>September 28, 2024</b>

**3 Personal Days!**

**\*Not a Holiday – Special Calendar Days**





# Ovilla City Council

## AGENDA ITEM REPORT

### Item # 1

Meeting Date: September 11, 2023

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: City Manager David D. Henley

Reviewed By: ☒ City Manager

☐ City Secretary

☒ City Attorney

☐ Finance Director

☐ Other:

#### AGENDA ITEM: 1

**DISCUSSION/ACTION** – Consideration of and action on Resolution No. R2023-14, a resolution of the City Council of the City of Ovilla, Texas, approving a traffic calming policy that provides eligibility requirements, cost responsibility, design standards and procedures, procedures for installation, and traffic calming device removal and alteration; and providing an effective date.

#### Attachments:

1. Ovilla Traffic Calming Device Policy
2. Resolution No. R2023-14

#### Discussion / Justification:

At the last council meeting a traffic calming device policy was proposed and the council was asked to submit input on the policy. In addition, a number of citizens provided input on the policy as well. The city council and public provided valuable input and the policy was reworked based on the input, but maintained provisions that help protect the city. In addition to the changes made, the Mayor has provided input on a couple of provisions to ensure the process and timelines are reasonable and attainable. I have highlighted those recommendations in the attached policy.

#### Recommendation / Staff Comments:

Staff would recommend adopting the traffic calming policy by adopting Resolution No. R2023-14, including the Mayor's recommendations.

#### Sample Motion(s):

I move to adopt Resolution No. R2023-14 approving the traffic calming policy as presented **or** including the Mayor's recommendations.





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

## TRAFFIC CALMING DEVICE POLICY

### A. GENERAL

Traffic calming devices are effective and appropriate devices for safely reducing vehicle speeds on certain types of streets when installed in accordance with the provisions of this policy.

In order for a traffic calming device installation to be effective, it should be located selectively, in accordance with defined transportation engineering criteria, for the purpose of improving documented speeding and traffic-related issues. Proper installation will also minimize driver frustration and encourage safe driving practices. This policy promotes reasonable opportunities for the residents and property owners most affected by a proposed traffic calming device, to participate together in the process that leads to its approval and installation.

### B. DEFINITIONS

Applicant. Property owner living on the block of the street segment in the request, and is the individual designated as the contact person for the property owners making the traffic calming request.

Application. The written initial request and the petition submitted by applicant.

Notification area. The area within a 500-foot radius of the petition area. The measurement of the 500 feet includes streets.

Residential dwellings. Includes single-family houses, townhomes and duplexes.

Street/Petition Area. The street petitioning for traffic calming device installation. The minimum length of the street segment for consideration is 1,000 feet (i.e., 500 feet either side of the proposed traffic calming device located or the length of the block). If the 1,000-foot segment extends into any part of an adjacent block, it shall include the entire length of the adjacent block, unless separated by an intervening thoroughfare, traffic signal or offset intersection.

Traffic Calming Device is a geometric design feature of a roadway, consisting of a raised area in the roadway pavement surface extending transversely across the travel way, whose sole purpose is to reduce the speed of vehicles traveling along the roadway.

### C. ELIGIBILITY REQUIREMENTS

Each of the following criteria must be satisfied for a street to be considered eligible for traffic calming device installation:

## **1. Petition**

A petition must be submitted which documents that a minimum of three-fourths (75%) of the residential dwellings on the street segment support the installation of the traffic calming device. A minimum of one-half (50%) of the residents on the street segment must authorize placement of the traffic calming device in front of or adjacent to their property.

## **2. Location of the street**

The street segment where the traffic calming device is proposed must be composed primarily of residential dwellings.

## **3. Operational Characteristics of the Street**

- a. The street segment must be primarily a residential street which provides direct access to abutting residential dwellings.
- b. There must be no more than one moving lane of traffic in each direction.
- c. The street must have a speed limit of 30 miles per hour or less in accordance with state law.
- d. Vehicle speed must equal or exceed an 85th percentile speed of five miles over the posted speed limit.
- e. Adequate traffic controls/signage are in place to mitigate traffic related concerns.

## **4. Geometric Characteristics of the Street**

- a. The street must have adequate sight distances to safely accommodate the traffic calming device.
- b. The street must be paved. If the traffic calming device is located on a street with no curb and gutter, then a special design must be used to prevent vehicles from driving around a traffic calming device.
- c. The street must not have curves or grades that prevent safe placement of traffic calming devices. Traffic calming devices may be located on streets that contain curves and/or grades, but the traffic calming device itself generally must not be located within a horizontal curve with a radius less than 350 feet, or a vertical grade greater than 8% within their immediate approaches. Other restrictions/constraints may be determined by a site-specific study.
- d. The elevation of property adjacent to traffic calming device must be above the top of the curb or edge of pavement if there is no curb, to minimize potential flooding, due to the presence of the traffic calming device in the roadway.
- e. The distance a traffic calming device must be included from utility features is at least 30 feet from a manhole or valve cover, 50 feet upstream or five (5) feet downstream from a storm sewer inlet, and 50 feet from a fire hydrant.

- f. The distance a traffic calming device must be to adjacent intersections and traffic control devices must be at least 250 feet from an intersection, 250 feet from an adjacent traffic calming device, and 600 feet from an existing or currently approved traffic signal.

#### **D. COST RESPONSIBILITY**

The total cost for the traffic calming device installation that meets the eligibility and petition requirements will be funded by the City as the budget allows. The traffic calming device maintenance costs are the City's responsibility.

#### **E. DESIGN STANDARDS AND PROCEDURES**

The Public Works Director or designee shall prepare and maintain current design standards and installation procedures for traffic calming devices in accordance with this policy and the Texas Manual on Traffic Control Devices.

#### **F. PROCEDURES FOR INSTALLATION**

1. An initial request for the installation of a traffic calming device must originate from one or more residents living on the street proposed for traffic calming device installation. The request can be made by contacting the Public Works Director in writing via the address or e-mail below:

Traffic Calming Device Program  
City of Ovilla  
Attn: Public Works Director  
105 Cockrell Hill Road  
Ovilla, Texas 75154  
jkuykendall@cityofovilla.org

2. A pre-application meeting will be scheduled with the requestor(s) within 15 days of receipt of the request to discuss the traffic concerns of the requestor, the traffic calming device eligibility requirements and process.
3. At the meeting the requestor will be given a copy of the traffic calming policy, application, and petition forms. The requestor will then be instructed to submit the application and a petition containing the signatures of three-fourths (75%) of the residential dwellings on the street that support the installation of the traffic calming device and a minimum of one-half (50%) of the residents on the street who authorize placement of the traffic calming device in front of or adjacent to their property. Only petition forms supplied by the city or photocopies of petition forms may be used for this purpose.
4. Upon receipt of the application and petition, the Public Works Department in consultation with the City Manager will make a determination of the street's eligibility for traffic calming device installation within 30 days, pursuant to the eligibility requirements in Section C above.

4. Upon receipt of the application and petition, the Public Works Department will verify compliance with Section C. 1 within 14 days of receipt. If the application and petition are

complete, the Public Works Department will request studies needed in Section C. 3(d) and (e). The studies will be conducted by city staff members or a third-party consultant, as appropriate, who will be requested to complete the studies within 30 days of request of the studies. Upon receipt of the studies, the Public Works Department in consultation with the City Manager will review the results and notify the Applicant within seven (7) days of receipt of the study.

- a. If the street is determined to be ineligible, the applicant(s) will be notified in writing and given the reason for the determination.
  - b. A decision of ineligibility may be appealed in writing to the City Council within 15 days of the notification date. The City Council will consider the appeal within 30 days. The decision of the City Council is final.
  - b. A decision of ineligibility may be appealed in writing to the City Council within 15 days of the notification date. The City Council will consider the appeal within 30 days or at the next regularly scheduled city council meeting. The decision of the City Council is final.
5. If the street is determined to be eligible for traffic calming device installation, the applicant(s) will be notified and owners of real property lying within the notification area will be notified of the proposed action by the city. The notification area consists of the area within 500 feet of the petition area. The measurement of the 500 feet includes streets. The notice will include a return form to indicate support or objection to the proposed installation.
6. If owners of 20 percent or more of the real property (as measured by front footage) within the notification area object to the installation within 30 days of the notice, the request will then be scheduled before a public hearing before the city council. The public works department will notify the applicant(s), and the owners of all property within the study area of the public hearing.
7. If objections from less than 20 percent of the real property owners within the notification area are received or the city council approves the installation after a public hearing, then the city will place the street on a list of streets approved for traffic calming device installation and installation will commence as soon as practical, but no later than 180 days.

#### **G. TRAFFIC CALMING DEVICE REMOVAL AND ALTERATION**

The process for removing or altering a traffic calming device by the property owners is the same as the process for installation. A minimum of three-fourths (75%) of the residential dwellings on the street must sign a petition in favor of removal. No requests for removal shall be considered within one year of the initial installation of the traffic calming device.

**CITY OF OVILLA  
RESOLUTION NO. R2023-14**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS, APPROVING A TRAFFIC CALMING DEVICE POLICY THAT PROVIDES FOR ELIGIBILITY REQUIREMENTS, COST RESPONSIBILITY, DESIGN STANDARDS AND PROCEDURES, PROCEDURES FOR INSTALLATION, AND TRAFFIC CALMING DEVICE REMOVAL AND ALTERATION; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Ovilla (“City”) is a Type A General Law municipality located in Ellis and Dallas Counties, created in accordance with the provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, the citizens of Ovilla have expressed concerns regarding speeding in residential neighborhoods; and

**WHEREAS**, adverse levels of speeding by motor vehicles along local streets within residential neighborhoods constitutes a public safety risk; and

**WHEREAS**, the City Council desires to ensure the safety of the citizens and the quality of the streets in the Ovilla; and

**WHEREAS**, Section 311.002, Texas Local Government Code provides that the City has “exclusive control of the highways, streets, and alleys of the municipality”; and

**WHEREAS**, in accordance with state law, one method to address the speeding and traffic concerns from citizens in residential neighborhoods and protect the integrity of public streets is by creating a process for citizens to petition for the installation of traffic calming devices on their residential street; and

**WHEREAS**, the City Council has reviewed the Traffic Calming Device Policy in Exhibit “A,” attached hereto, which permits the citizens of Ovilla to petition for the installation of traffic calming devices, establishes cost responsibility, provides design standards, establishes procedures for installation, and provides a process for requesting removal of traffic calming devices; and

**WHEREAS**, the City Council finds that approving the Traffic Calming Device Policy promotes the public health, safety, and welfare of Ovilla.

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

**SECTION 1.  
INCORPORATION OF RECITALS.**

The foregoing recitals are hereby incorporated by reference and made a part hereof as if full set forth.

**SECTION 2.  
POLICY APPROVAL.**

The City of Ovilla Traffic Calming Device Policy in Exhibit A, attached hereto and incorporated herein, is hereby approved.

**SECTION 3.  
EFFECTIVE DATE.**

This Resolution shall take effect immediately upon its passage and it is duly resolved.

**PASSED AND APPROVED** by the City Council of the City of Ovilla, Texas, on this the 11<sup>th</sup> day of September, 2023.

**CITY OF OVILLA**

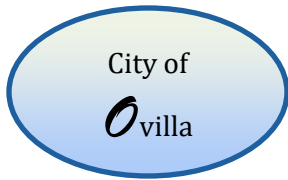
\_\_\_\_\_  
Richard Dormier, Mayor

**ATTEST:**

\_\_\_\_\_  
Bobbie Jo Taylor, City Secretary

**EXHIBIT A**

**TRAFFIC CALMING DEVICE POLICY**



# Ovilla City Council

## AGENDA ITEM REPORT

### Item # 2

Meeting Date: September 11, 2023

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☒ YES ☐ NO ☐ N/A

Submitted By: City Manager David D. Henley

Reviewed By: ☒ City Manager

☐ City Secretary

☒ City Attorney

☐ Finance Director

☐ Other:

#### AGENDA ITEM: 2

**DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2023-16, an ordinance of the City of Ovilla, Texas, amending Chapter 12, “Traffic and Vehicles,” Article 12.03, Operation of Vehicles,” Division 3, “Stop Intersections,” Section 12.03.73, “Other Stop Intersections” of the Code of Ordinances of the City of Ovilla, Texas, to add stop intersections; providing for the incorporation of premises; providing for amendments; providing a cumulative repealer/savings clause; providing a severability clause; providing a penalty not to exceed \$200.00; providing for engrossment and enrollment and incorporation into the Code of Ordinances; and providing an effective date.

#### Attachments:

1. Ordinance No. 2023-16

#### Discussion / Justification:

There are numerous traffic related concerns in the area of Red Oak Creek Road, Hollingsworth Lane, and William Drive. With increased traffic in the area and considering a new neighborhood and roadway in the area filtering into these roadways, staff felt it important to consider erecting a three-way stop at the intersection of Red Oak Creek Road and Hollingsworth and a three-way stop at the intersection of Hollingsworth Lane and William Drive for safety of citizens.

#### Recommendation / Staff Comments:

Staff would recommend approval of Ordinance No. 2023-16 as presented.

#### Sample Motion(s):

I move to approve Ordinance No. 2023-16 as presented.



**CITY OF OVILLA  
ORDINANCE NO. 2023-16**

**AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING CHAPTER 12, “TRAFFIC AND VEHICLES,” ARTICLE 12.03, “OPERATION OF VEHICLES,” DIVISION 3, “STOP INTERSECTIONS,” SECTION 12.03.73, “OTHER STOP INTERSECTIONS” OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA, TEXAS, TO ADD STOP INTERSECTIONS; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR AMENDMENTS; PROVIDING A CUMULATIVE REPEALER/SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY NOT TO EXCEED \$200.00; PROVIDING FOR ENGROSSMENT AND ENROLLMENT AND INCORPORATION INTO THE CODE OF ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Ovilla (“City”) is a Type A General Law municipality located in Ellis and Dallas Counties, created in accordance with the provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, the City Council enacted Chapter 12, “Traffic and Vehicles” in the Code of Ordinances, which designates one-way stop intersections and other stop intersections in the City; and

**WHEREAS**, the City Council has investigated and determined that Chapter 12 should be amended to amend the location of stop intersections in the City; and

**WHEREAS**, the City Council finds and determines that adopting this Ordinance regulating stop intersections is in the best interest of the public health, safety, and welfare of the citizens of Ovilla.

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

**SECTION 1.  
INCORPORATION OF PREMISES**

The above and foregoing recitals are true and correct and are findings incorporated into this Ordinance and made a part hereof for all purposes.

**SECTION 2.  
AMENDMENTS**

Chapter 12, “Traffic and Vehicles,” Article 12.03, “Operation of Vehicles, Division 3, “Stop Intersections,” Section 12.03.073 “Other stop intersections” of the Code of Ordinances is hereby amended to add subsections (c) – (d) to read as follows, and all other subsections of Section 12.03.073 not expressly amended hereby shall remain in full force and effect:

- (c) Red Oak Creek Road and Hollingsworth Lane. There shall be a stop sign installed as a traffic-control device at the following intersections:
  - (1) At the southwest corner of the intersection of Red Oak Creek Road and Hollingsworth Lane facing west.
  - (2) At the northeast corner of the intersection of Red Oak Creek Road and Hollingsworth Lane facing east.
  - (3) At the northwest corner of the intersection of Red Oak Creek Road and Hollingsworth Lane facing north.
- (d) Hollingsworth Lane and William Drive. There shall be a stop sign installed as a traffic-control device at the following intersections:
  - (1) At the southeast corner of the intersection of Hollingsworth Lane and William Drive facing south.
  - (2) At the southwest corner of the intersection of Hollingsworth Lane and William Drive facing west.
  - (3) At the northwest corner of the intersection of Hollingsworth Lane and William Drive facing north.

### **SECTION 3. CUMULATIVE REPEALER/SAVINGS CLAUSE**

This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided, however, that any complaint, action, claim, or lawsuit, which has been initiated or has arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance shall continue to be governed by the provisions of that Ordinance and for that purpose, the Ordinance shall remain in full force and effect.

### **SECTION 4. SEVERABILITY CLAUSE**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

### **SECTION 5. PENALTY**

Any person, firm, or corporation violating this Ordinance shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be fined not more than \$200.00.

**SECTION 6.**  
**ENGROSSMENT AND ENROLLMENT AND**  
**INCORPORATION INTO THE CODE OF ORDINANCES**

The City Secretary is hereby directed to engross and enroll this Ordinance by copying the exact Caption and Effective Date clause in the minutes of the City Council and by filing this Ordinance in the Ordinance records of the City. The provisions of this ordinance shall be included and incorporated in the City of Ovilla Code of Ordinances and shall be appropriately renumbered, if necessary, to conform to the uniform numbering system of the Code.

**SECTION 7.**  
**EFFECTIVE DATE**

This Ordinance shall take effect upon its passage and publication as required by law. The City Secretary is directed to publish the caption of this Ordinance as required by law.

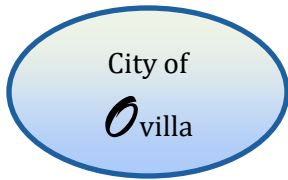
**PASSED AND APPROVED** by the City Council of the City of Ovilla, Texas this the 11<sup>th</sup> day of September 2023.

**CITY OF OVILLA**

By: \_\_\_\_\_  
Richard Dormier, Mayor

**ATTEST:**

\_\_\_\_\_  
Bobbie Jo Taylor, City Secretary



# Ovilla City Council

## AGENDA ITEM REPORT

### Item # 3

Meeting Date: September 11, 2023

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: City Manager David D. Henley

Reviewed By: ☒ City Manager

☐ City Secretary

☒ City Attorney

☐ Finance Director

☐ Other:

#### AGENDA ITEM: 3

**DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2023-17 an ordinance of the City of Ovilla, Texas adopting the annual budget of the City of Ovilla for the 2023-2024 fiscal year in accordance with state law; providing for the incorporation of premises; providing for the adoption of the budget; providing for the filing of the budget as required by law; providing a cumulative repealer/savings clause; providing a severability clause; providing for engrossment and enrollment; and providing an effective date/record vote.

#### Attachments:

1. Ordinance No. 2023-17
2. Fiscal Year 2023-2024 Budget

#### Discussion / Justification:

The city council and staff have worked very hard on formulating this balanced budget for the city with the goal of providing quality services to our citizens, building our reserves as required, and paying down our long-term debt. This budget accomplishes those goals. This final budget had some changes from the previous version including the following:

- Lowered administrative reserves to fund increased expenses to some of the below items
- Increased Legal Fees due to needed changes in ordinances, policies, etc.
- Lowered Group Insurance by selecting more affordable, but comparable insurance plans
- Included Employee Benefits line item that was left out of this year's budget
- Increased Codification for new ordinances and updating ordinances
- Increased Engineering Fees for ARP projects and offset with ARP revenues
- Increased audit expenses and accountant consultant fees
- Increased Court Collection Agency expenses
- Increased Police vehicle repairs based on YTD actuals
- Included Group Insurance expenses for new FD full-time positions
- Baseball Field Rentals revenue increased considering current revenues
- Revenue and expenses for Solid Waste increased with new rates
- Treated water expenses increased 15.37% and offsetting revenue to cover costs
- Sewer Service revenues increased based on YTD revenues
- Delayed the start of the water maintenance worker for half a year
- Water reserves reduced to zero
- Increased expenses in the Type B EDC budget for concrete walkway in the park with offset of revenue from their fund balance.

Recommendation / Staff Comments:
Staff would recommend approval of Ordinance No. 2023-17 as presented.
Sample Motion(s):
I move to approve Ordinance No. 2023-17, adopting and enacting the municipal budget for Fiscal Year 2023-2024.

**CITY OF OVILLA  
ORDINANCE NO. 2023-17**

**AN ORDINANCE OF THE CITY OF OVILLA, TEXAS ADOPTING THE ANNUAL BUDGET OF THE CITY OF OVILLA FOR THE 2023-2024 FISCAL YEAR IN ACCORDANCE WITH STATE LAW; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR THE ADOPTION OF THE BUDGET; PROVIDING FOR THE FILING OF THE BUDGET AS REQUIRED BY LAW; PROVIDING A CUMULATIVE REPEALER/SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; AND PROVIDING AN EFFECTIVE DATE/RECORD VOTE.**

**WHEREAS**, an annual budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (FY 23-24 Budget) has been duly created by the Mayor as budget officer for the City, with the assistance of the City Manager and City Staff, in accordance with Section 102.002 of the Texas Local Government Code and the FY 23-24 Budget contains projects, proposed and actual expenditures and the complete financial statement as required by Section 102.003 of the Texas Local Government Code; and

**WHEREAS**, the proposed budget was filed with the municipal clerk and made available for public inspection by the taxpayers in accordance with Section 102.005(b) of the Texas Local Government Code; and

**WHEREAS**, pursuant to Section 102.006 of the Texas Local Government Code, a public hearing on the proposed budget was properly noticed and a public hearing was held on September 11, 2023, providing an opportunity for all interested citizens and parties of interest to express opinions on the proposed FY 23-24 Budget; and

**WHEREAS**, the City Council, upon full consideration of the matter, is of the opinion that the budget hereinafter set forth is proper and should be approved and adopted; and

**WHEREAS**, the adoption of the FY 23-24 Budget will require raising more revenue from property taxes than in the previous year, and after adoption of the tax rate for 2023, the City Council intends to take action by separate vote to ratify the property tax increase reflected in the adopted FY 23-24 Budget as required by Section 102.007 of the Texas Local Government Code; and

**WHEREAS**, the City Council finds that all legal notices, hearings, procedures and publishing requirements for the adoption of the FY 23-24 Budget have been performed or completed in the manner and form set forth by law.

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

**SECTION 1.**  
**INCORPORATION OF PREMISES**

The foregoing recitals are findings of the City Council and are hereby adopted and incorporated by reference and made a part of this Ordinance as if fully set forth herein.

**SECTION 2.**  
**ADOPTION OF BUDGET**

The FY 23-24 Budget of the Revenues of the City of Ovilla and the Expenses of conducting the affairs thereof for the ensuing Fiscal Year beginning October 1, 2023 and ending September 30, 2024, as modified by the City Council, be, and the same is, in all things, adopted and approved as the City of Ovilla Budget for the Fiscal Year beginning the first day of October, 2023, and ending the thirtieth day of September, 2024.

**SECTION 3.**  
**FILING OF BUDGET**

A true and correct copy of this Ordinance along with the approved FY 23-24 Budget as represented in attachment “Exhibit A,” and any amendments thereto, shall be filed with the City Secretary. In addition, the City Secretary is hereby directed to file or cause to be filed a true and correct copy of this Ordinance along with the approved FY 23-24 Budget as represented in Exhibit A attached hereto, and any amendments thereto, in the office of the County Clerk of Dallas County, Texas and of Ellis County, Texas, as required by law.

**SECTION 4.**  
**CUMULATIVE REPEALER/SAVINGS CLAUSE**

This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided, however, that any complaint, action, claim, or lawsuit, which has been initiated or has arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance shall continue to be governed by the provisions of that Ordinance and for that purpose, the Ordinance shall remain in full force and effect.

**SECTION 5.**  
**SEVERABILITY CLAUSE**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION 6.  
ENGROSSMENT AND ENROLLMENT**

The City Secretary is hereby directed to engross and enroll this Ordinance by copying the exact Caption and Effective Date clause in the minutes of the City Council and by filing this Ordinance in the Ordinance records of the City.

**SECTION 7.  
EFFECTIVE DATE/RECORD VOTE**

This Ordinance shall take effect and be enforced from and after its passage by a record vote in accordance with the law.

**PASSED, APPROVED AND ADOPTED** on this 11th day of September 2023.

Councilmembers:	For:	Against:	Absent:	Abstain:
Mayor Pro Tem, Place 1, Kimberly Case	_____	_____	_____	_____
Councilmember, Place 2, Dean Oberg	_____	_____	_____	_____
Councilmember, Place 3, David Griffin	_____	_____	_____	_____
Councilmember, Place 4, Doug Hunt	_____	_____	_____	_____
Councilmember, Place 5, Brad Piland	_____	_____	_____	_____

**CITY OF OVILLA**

**By:** \_\_\_\_\_  
Richard Dormier, Mayor

**ATTEST:**

\_\_\_\_\_  
Bobbie Jo Taylor, City Secretary



**EXHIBIT A**

**FISCAL YEAR 2023-2024 BUDGET**



2023 – 2024  
BUDGET  
SEPTEMBER 11, 2023



2023 – 2024 BUDGET

100 - GENERAL FUND



2023 – 2024 BUDGET

100 - GENERAL FUND  
REVENUE AND EXPENDITURES  
SUMMARY SHEET

**City of Ovilla  
General Fund Budget 2024  
Revenue and Expenditures**

Name		2022 Actual	2023 Adopted	2024 Final	
<b>Total Revenue:</b>		\$4,759,148.63	\$4,698,677.00	<b>\$5,381,137.00</b>	

Name		2022 Actual	2023 Adopted	2024 Final	Percent of Budget
Expenditures					
Dept. 10	Administration	\$571,225.80	\$527,535.00	\$774,447.00	14%
Dept. 16	Non-Departmental	\$382,175.14	\$553,731.00	\$552,800.00	10%
Dept. 20	Police	\$1,096,274.59	\$1,021,820.00	\$1,177,150.00	22%
Dept. 25	Municipal Court	\$97,271.36	\$102,630.00	\$110,240.00	2%
Dept. 30	Fire	\$1,284,081.59	\$1,349,763.00	\$1,580,700.00	29%
Dept. 40	Community Services	\$731,223.01	\$309,100.00	\$243,850.00	5%
Dept. 45	Solid Waste	\$293,393.71	\$313,500.00	\$415,000.00	8%
Dept. 50	Streets	\$731,223.01	\$309,100.00	\$340,750.00	6%
Dept. 60	Parks	\$258,309.11	\$176,525.00	\$186,200.00	3%
<b>Total Expenditures:</b>		<b>\$5,445,177.32</b>	<b>\$4,663,704.00</b>	<b>\$5,381,137.00</b>	

<b>Difference:</b>	<b>-\$686,028.69</b>	<b>\$34,973.00</b>	<b>\$0.00</b>
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## 2023 – 2024 BUDGET

100 – General Fund Revenue

**City of Ovilla**  
**General Fund Revenue**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
100-4000105	Ad Valorem, Current	Revenue	General Fund	\$2,292,170.74	\$2,766,330.00	\$2,957,400.00
100-4000110	Ad Valorem, Delinquent	Revenue	General Fund	\$25,903.17	\$20,000.00	\$20,000.00
100-4000113	Interest/Penalties - Prop Tax	Revenue	General Fund	\$11,093.16	\$8,000.00	\$11,000.00
100-4000120	Sales Tax	Revenue	General Fund	\$486,653.93	\$358,000.00	\$470,000.00
100-4000130	Franchise Tax	Revenue	General Fund	\$179,989.58	\$175,000.00	\$180,000.00
100-4000210	Residential Building Permits	Revenue	General Fund	\$323,309.60	\$132,000.00	\$75,000.00
100-4000214	Misc Building Permits	Revenue	General Fund	\$55,586.49	\$40,000.00	\$40,000.00
100-4000230	Plan Review Fee	Revenue	General Fund	\$75,739.20	\$72,435.00	\$30,000.00
100-4000260	Alarm Permits	Revenue	General Fund	\$1,640.00	\$1,700.00	\$1,000.00
100-4000270	Animal Tag Fees	Revenue	General Fund	\$230.00	\$600.00	\$250.00
100-4000272	Impound Fees	Revenue	General Fund	\$892.00	\$700.00	\$500.00
100-4000290	Misc Licenses and Permits	Revenue	General Fund	\$1,835.00	\$2,000.00	\$2,000.00
100-4000291	Baseball Field Rental Fees	Revenue	General Fund	\$0.00	\$0.00	\$7,500.00
100-4000292	Gazebo Rental Fees	Revenue	General Fund	\$0.00	\$0.00	\$200.00
100-4000325	ESD #2	Revenue	General Fund	\$217,600.00	\$250,000.00	\$350,000.00
100-4000326	ESD #2 Equipment Support	Revenue	General Fund	\$0.00	\$12,000.00	\$30,652.00

**City of Ovilla**  
**General Fund Revenue**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
100-4000330	ESD #4	Revenue	General Fund	\$89,421.00	\$98,577.00	\$93,000.00
100-4000411	Copies and Maps	Revenue	General Fund	\$12.80	\$60.00	\$60.00
100-4000415	Police Reports	Revenue	General Fund	\$54.00	\$50.00	\$50.00
100-4000440	Oak Leaf Animal Control	Revenue	General Fund	\$295.00	\$1,000.00	\$1,000.00
100-4000450	Subdivision Fees	Revenue	General Fund	\$1,560.00	\$6,000.00	\$4,000.00
100-4000455	Rough Proportionality	Revenue	General Fund	\$0.00	\$100,000.00	\$0.00
100-4000480	Solid Waste (Garbage)	Revenue	General Fund	\$302,400.19	\$320,000.00	\$435,000.00
100-4000485	50/50 Sidewalk Program	Revenue	General Fund	\$0.00	\$500.00	\$500.00
100-4000490	Misc Charges for Services	Revenue	General Fund	\$1,873.90	\$1,500.00	\$1,700.00
100-4000510	Fines - Police	Revenue	General Fund	\$85,067.84	\$100,000.00	\$110,000.00
100-4000535	Omni Reimbursement Fee	Revenue	General Fund	\$658.97	\$500.00	\$700.00
100-4000540	Municipal Jury Fund	Revenue	General Fund	\$75.79	\$75.00	\$75.00
100-4000545	Time Payment Reimbursement Fee	Revenue	General Fund	\$349.96	\$300.00	\$500.00
100-4000555	Local Truancy Prevention and Diversion Fund	Revenue	General Fund	\$3,790.98	\$3,500.00	\$4,000.00
100-4000590	Misc Fines and Forfeitures	Revenue	General Fund	\$23,427.73	\$20,000.00	\$25,000.00
100-4000592	Warrant Fees	Revenue	General Fund	\$5,643.87	\$5,000.00	\$6,000.00



**City of Ovilla**  
**General Fund Revenue**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
100-4000594	Child Safety, Dallas County	Revenue	General Fund	\$393.02	\$350.00	\$350.00
100-4000810	Heritage Day	Revenue	General Fund	\$34,448.00	\$22,000.00	\$25,000.00
100-4000814	Donations - Parks	Revenue	General Fund	\$5,000.00	\$0.00	\$0.00
100-4000815	Donations - Fire	Revenue	General Fund	\$1,349.05	\$12,000.00	\$12,000.00
100-4000816	Donations - Police	Revenue	General Fund	\$1,000.00	\$0.00	\$200.00
100-4000820	Water Tower Lease	Revenue	General Fund	\$124,013.58	\$126,000.00	\$124,000.00
100-4000840	Interest Earned	Revenue	General Fund	\$35,402.11	\$25,000.00	\$32,000.00
100-4000860	Grant Proceeds	Revenue	General Fund	\$0.00	\$0.00	\$0.00
100-4000870	Insurance Proceeds	Revenue	General Fund	\$81,598.22	\$0.00	\$0.00
100-4000880	Transfer in from EDC	Revenue	General Fund	\$7,500.00	\$7,500.00	\$47,500.00
100-4000885	Proceeds from Sale of Assets	Revenue	General Fund	\$145,000.00	\$0.00	\$40,000.00
100-4000890	Misc Other Revenue	Revenue	General Fund	\$15,751.23	\$10,000.00	\$10,000.00
100-4000895	TX Div Emerg Mgmt	Revenue	General Fund	\$120,418.52	\$0.00	\$0.00
100-4000900	Transfers In	Revenue	General Fund	\$0.00	\$0.00	\$233,000.00
<b>TOTAL GENERAL FUND REVENUE</b>				<b>\$4,759,148.63</b>	<b>\$4,698,677.00</b>	<b>\$5,381,137.00</b>



## 2023 – 2024 BUDGET

### 10 - Administration

**City of Ovilla**  
**Administration Department 10**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-10-0059010	Administrative Reserves	Expense	Administration	\$0.00	\$0.00	\$126,487.00
100-10-51110	City Manager 50%	Expense	Administration	\$78,637.49	\$85,675.00	\$65,700.00
100-10-51115	City Secretary 75%	Expense	Administration	\$55,916.63	\$58,100.00	\$60,400.00
100-10-51117	Finance Director 50%	Expense	Administration	\$61,752.84	\$50,900.00	\$42,200.00
100-10-51130	Public Works Director 50%	Expense	Administration	\$38,408.41	\$39,600.00	\$40,300.00
100-10-51405	Finance Clerk (50%)	Expense	Administration	\$20,820.85	\$12,650.00	\$25,000.00
100-10-51118	Development/Economic Dev. Coord.	Expense	Administration	\$0.00	\$0.00	\$75,000.00
100-10-51490	Overtime	Expense	Administration	\$385.34	\$1,000.00	\$1,000.00
100-10-52100	Employee Benefits	Expense	Administration	\$3,412.50	\$0.00	\$3,200.00
100-10-52110	Group Insurance	Expense	Administration	\$18,338.42	\$27,500.00	\$23,100.00
100-10-52135	TMRS	Expense	Administration	\$25,755.56	\$28,900.00	\$35,700.00
100-10-52170	Payroll Taxes	Expense	Administration	\$3,567.95	\$3,900.00	\$4,500.00
100-10-52190	Auto Allowance	Expense	Administration	\$0.00	\$4,000.00	\$6,000.00
100-10-52196	Indiv. Membership Dues	Expense	Administration	\$1,617.00	\$2,000.00	\$2,000.00
100-10-52210	Tax Assessing & Collecting Fees	Expense	Administration	\$1,790.00	\$2,700.00	\$2,700.00
100-10-52220	Tax Appraisal Fee	Expense	Administration	\$21,658.72	\$22,900.00	\$28,100.00
100-10-52230	Legal Fees	Expense	Administration	\$26,610.00	\$35,000.00	\$70,000.00
100-10-52250	Accounting	Expense	Administration	\$7,497.50	\$5,000.00	\$7,500.00
100-10-52310	Consultant Fees	Expense	Administration	\$7,664.40	\$12,000.00	\$8,000.00
100-10-52315	Contract Building Inspection	Expense	Administration	\$107.39	\$0.00	\$0.00

**City of Ovilla**  
**Administration Department 10**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-10-52510	Maintenance Agreements	Expense	Administration	\$707.00	\$1,050.00	\$1,050.00
100-10-52530	Custodial Service Contract	Expense	Administration	\$5,334.58	\$7,000.00	\$6,600.00
100-10-52620	Election - Supplies	Expense	Administration	\$3,384.00	\$5,000.00	\$8,500.00
100-10-52650	Codification Book Update	Expense	Administration	\$1,825.00	\$3,600.00	\$6,000.00
100-10-53110	Office Supplies	Expense	Administration	\$10,812.51	\$11,500.00	\$12,100.00
100-10-53140	Uniforms	Expense	Administration	\$511.27	\$1,500.00	\$1,200.00
100-10-53410	Supplies - Custodial	Expense	Administration	\$1,493.21	\$1,500.00	\$1,600.00
100-10-53425	Emergency Expenses	Expense	Administration	\$19,302.38	\$0.00	\$0.00
100-10-54210	Travel - Local	Expense	Administration	\$0.00	\$250.00	\$500.00
100-10-54220	Professional Development	Expense	Administration	\$6,702.40	\$7,000.00	\$7,000.00
100-10-54227	Business Meals-Coffee-Water-Other	Expense	Administration	\$0.00	\$0.00	\$900.00
100-10-55240	Computer - Software	Expense	Administration	\$32,404.85	\$40,200.00	\$42,000.00
100-10-55310	Copier Expense	Expense	Administration	\$5,094.57	\$5,500.00	\$5,500.00
100-10-55320	Printing -Newsletters	Expense	Administration	\$2,287.02	\$3,000.00	\$3,000.00
100-10-55330	Printing - Forms	Expense	Administration	\$2,030.56	\$2,000.00	\$2,000.00
100-10-55520	Repairs - Buildings	Expense	Administration	\$18,035.29	\$12,400.00	\$10,000.00
100-10-55540	Repairs - Machinery & Equipment	Expense	Administration	\$0.00	\$400.00	\$400.00
100-10-55705	Postage	Expense	Administration	\$5,584.66	\$6,500.00	\$6,500.00
100-10-55710	Cash - Over/Short	Expense	Administration	-\$36.00	\$10.00	\$10.00
100-10-55725	Records Management Expense	Expense	Administration	\$1,500.00	\$2,500.00	\$2,500.00

**City of Ovilla**  
**Administration Department 10**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-10-55730	City - Memberships	Expense	Administration	\$2,656.80	\$3,500.00	\$3,500.00
100-10-55740	Legal Notices/Advertisement	Expense	Administration	\$4,985.95	\$5,000.00	\$5,000.00
100-10-55751	Council Discretionary	Expense	Administration	\$5,397.32	\$6,000.00	\$6,000.00
100-10-55752	Employment Screening	Expense	Administration	\$242.00	\$700.00	\$700.00
100-10-55753	Solicitor Screening	Expense	Administration	\$500.00	\$1,000.00	\$1,000.00
100-10-55760	Bank Service Charge	Expense	Administration	\$3,759.25	\$3,200.00	\$3,200.00
100-10-55764	Filing Fees	Expense	Administration	\$279.64	\$800.00	\$800.00
100-10-55765	Miscellaneous	Expense	Administration	\$23,699.84	\$2,600.00	\$700.00
100-10-55766	Sympathy Flowers	Expense	Administration	\$0.00	\$0.00	\$300.00
100-10-56440	Machinery & Equipment	Expense	Administration	\$0.00	\$2,000.00	\$2,000.00
100-10-56465	Furniture	Expense	Administration	\$3,391.10	\$0.00	\$2,000.00
100-10-57420	Buildings	Expense	Administration	\$35,399.60	\$0.00	\$5,000.00
<b>TOTAL ADMIN DEPT. 10</b>				<b>\$571,225.80</b>	<b>\$527,535.00</b>	<b>\$774,447.00</b>



2023 – 2024 BUDGET

16 – Non-Departmental

**City of Ovilla**  
**Non-Departmental 16**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-16-52160	Worker's Compensation	Expense	Non-Departmental	\$55,322.87	\$96,295.00	\$57,900.00
100-16-52240	Audit	Expense	Non-Departmental	\$14,982.00	\$12,000.00	\$17,350.00
100-16-52260	Engineering Fees	Expense	Non-Departmental	\$4,397.22	\$20,000.00	\$65,600.00
100-16-52310	Shredding Services	Expense	Non-Departmental	\$0.00	\$0.00	\$1,200.00
100-16-52380	Dispatch	Expense	Non-Departmental	\$0.00	\$125,296.00	\$95,000.00
100-16-52540	Computer Maintenance	Expense	Non-Departmental	\$60,098.21	\$65,000.00	\$75,000.00
100-16-52545	Computer Equipment	Expense	Non-Departmental	\$9,852.33	\$10,000.00	\$10,000.00
100-16-55410	Telephone	Expense	Non-Departmental	\$7,596.73	\$7,500.00	\$7,500.00
100-16-55415	Cellular Phone	Expense	Non-Departmental	\$6,041.86	\$7,000.00	\$7,000.00
100-16-55416	Telephone Equipment	Expense	Non-Departmental	\$3,925.77	\$5,000.00	\$2,500.00
100-16-55417	Internet	Expense	Non-Departmental	\$14,429.13	\$16,000.00	\$16,000.00
100-16-55420	Wireless Cards	Expense	Non-Departmental	\$3,887.23	\$5,000.00	\$4,000.00
100-16-55430	Natural Gas	Expense	Non-Departmental	\$2,552.39	\$3,500.00	\$3,500.00
100-16-55450	Electricity	Expense	Non-Departmental	\$62,342.73	\$79,000.00	\$75,000.00
100-16-55610	Insurance - Property	Expense	Non-Departmental	\$8,781.09	\$8,800.00	\$14,400.00
100-16-55620	Insurance - Liability	Expense	Non-Departmental	\$6,909.84	\$16,500.00	\$14,100.00
100-16-55630	Fidelity Bond	Expense	Non-Departmental	\$260.00	\$1,040.00	\$1,000.00
100-16-55640	Insurance - Vehicle	Expense	Non-Departmental	\$20,212.64	\$23,000.00	\$21,700.00
100-16-55756	664 Widening	Expense	Non-Departmental	\$52,718.56	\$52,800.00	\$52,800.00
100-16-56440	Mach/Equip Minor Cap. Outlay	Expense	Non-Departmental	\$0.00	\$0.00	\$11,250.00
100-16-57442	Capital Fence Improvement	Expense	Non-Departmental	\$34,975.00	\$0.00	\$0.00
100-16-57450	Vehicles	Expense	Non-Departmental	\$12,889.54	\$0.00	\$0.00
<b>TOTAL NON-DEPARTMENTAL 16</b>				<b>\$382,175.14</b>	<b>\$553,731.00</b>	<b>\$552,800.00</b>



## 2023 – 2024 BUDGET

20 – Police



**City of Ovilla**  
**Police Department 20**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-20-51120	Police Chief	Expense	Police	\$81,885.23	\$85,700.00	\$88,200.00
100-20-51143	Command Staff	Expense	Police	\$69,407.81	\$72,900.00	\$75,800.00
100-20-51150	Certification Pay	Expense	Police	\$0.00	\$6,100.00	\$5,850.00
100-20-51151	T-Close Master 2	Expense	Police	\$461.54	\$0.00	\$0.00
100-20-51405	Support Staff	Expense	Police	\$35,311.78	\$33,400.00	\$41,600.00
100-20-51408	Sergeant	Expense	Police	\$139,198.60	\$137,400.00	\$145,600.00
100-20-51410	Patrol	Expense	Police	\$342,986.92	\$362,370.00	\$331,000.00
100-20-51415	Police Certification Pay	Expense	Police	\$4,867.82	\$0.00	\$0.00
100-20-51490	Overtime	Expense	Police	\$1,690.92	\$4,000.00	\$4,000.00
100-20-52100	Employee Benefits	Expense	Police	\$0.00	\$0.00	\$4,200.00
100-20-52110	Group Insurance	Expense	Police	\$85,274.70	\$89,100.00	\$69,200.00
100-20-52135	TMRS	Expense	Police	\$69,530.13	\$73,400.00	\$78,400.00
100-20-52170	Payroll Taxes	Expense	Police	\$9,159.50	\$9,950.00	\$9,900.00
100-20-52196	Membership Dues	Expense	Police	\$240.00	\$400.00	\$400.00
100-20-52356	Gingerbread House	Expense	Police	\$1,000.00	\$1,000.00	\$1,000.00
100-20-52380	Dispatch	Expense	Police	\$48,341.00	\$0.00	\$0.00
100-20-52385	Jail Expense	Expense	Police	\$0.00	\$1,000.00	\$1,000.00
100-20-52390	Special Response Team	Expense	Police	\$8,250.00	\$8,250.00	\$8,250.00
100-20-52530	Custodial Service Contract	Expense	Police	\$4,386.70	\$6,000.00	\$0.00
100-20-52560	Internet Subscriptions	Expense	Police	\$2,563.99	\$3,200.00	\$3,200.00

**City of Ovilla**  
**Police Department 20**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-20-52675	National Night Out	Expense	Police	\$200.00	\$0.00	\$0.00
100-20-53110	Office Supplies	Expense	Police	\$1,258.79	\$1,350.00	\$1,400.00
100-20-53140	Uniforms	Expense	Police	\$7,874.77	\$8,500.00	\$8,500.00
100-20-53170	Evidence Gathering	Expense	Police	\$1,515.23	\$2,000.00	\$2,000.00
100-20-53410	Supplies - Custodial	Expense	Police	\$66.89	\$800.00	\$800.00
100-20-54210	Travel - Local	Expense	Police	\$0.00	\$100.00	\$0.00
100-20-54220	Professional Development	Expense	Police	\$4,880.00	\$6,500.00	\$6,500.00
100-20-54235	Ammo	Expense	Police	\$866.38	\$1,500.00	\$1,500.00
100-20-54270	Vehicle Expenses	Expense	Police	\$35,396.01	\$33,000.00	\$33,000.00
100-20-55240	Computer - Software	Expense	Police	\$16,735.83	\$23,000.00	\$20,000.00
100-20-55310	Copier Expense	Expense	Police	\$3,564.23	\$3,000.00	\$3,000.00
100-20-55330	Printing - Forms	Expense	Police	\$1,400.00	\$950.00	\$950.00
100-20-55500	Repairs & Building Improvements	Expense	Police	\$32.22	\$0.00	\$0.00
100-20-55520	Repairs - Building	Expense	Police	\$5,782.69	\$2,500.00	\$2,500.00
100-20-55540	Repairs- Machinery & Equipment	Expense	Police	\$704.54	\$1,000.00	\$1,000.00
100-20-55550	Repairs - Vehicles	Expense	Police	\$18,727.61	\$15,000.00	\$23,000.00
100-20-55625	Law Enforcement Liab. Insur.	Expense	Police	\$8,748.00	\$8,900.00	\$8,900.00
100-20-55742	Public Relations	Expense	Police	\$530.96	\$550.00	\$550.00
100-20-55745	Weapons Purchase Plan	Expense	Police	\$0.00	\$3,000.00	\$3,000.00
100-20-55752	Employment Screeing	Expense	Police	\$665.21	\$500.00	\$500.00

**City of Ovilla**  
**Police Department 20**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-20-55765	Miscellaneous	Expense	Police	\$1,477.19	\$1,500.00	\$150.00
100-20-56440	Machinery & Equipment	Expense	Police	\$15,074.35	\$11,000.00	\$48,000.00
100-20-56445	Personal Protective Equipment	Expense	Police	\$2,824.05	\$3,000.00	\$4,300.00
100-20-57420	Buildings	Expense	Police	\$63,393.00	\$0.00	\$0.00
100-20-57450	Capital -Vehicles	Expense	Police	\$0.00	\$0.00	\$140,000.00
<b>TOTAL POLICE DEPT. 20</b>				<b>\$1,096,274.59</b>	<b>\$1,021,820.00</b>	<b>\$1,177,150.00</b>



2023 – 2024 BUDGET

25 – Municipal Court

**City of Ovilla  
Court Department 25  
Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-25-51140	Municipal Judge	Expense	Municipal Court	\$9,502.50	\$9,000.00	\$9,000.00
100-25-51405	Support Staff	Expense	Municipal Court	\$50,910.22	\$52,300.00	\$56,200.00
100-25-51420	Jury Fees	Expense	Municipal Court	\$36.00	\$250.00	\$250.00
100-25-51425	City Prosecutor	Expense	Municipal Court	\$9,373.91	\$9,000.00	\$10,000.00
100-25-51490	Overtime	Expense	Municipal Court	\$0.00	\$500.00	\$500.00
100-25-52110	Group Insurance	Expense	Municipal Court	\$7,077.95	\$7,740.00	\$7,700.00
100-25-52135	TMRS	Expense	Municipal Court	\$5,206.33	\$6,500.00	\$7,500.00
100-25-52170	Payroll Taxes	Expense	Municipal Court	\$1,454.87	\$1,450.00	\$1,500.00
100-25-52196	Membership Dues	Expense	Municipal Court	\$55.00	\$140.00	\$140.00
100-25-52350	Contract Labor - Company	Expense	Municipal Court	\$0.00	\$600.00	\$600.00
100-25-53110	Office Supplies	Expense	Municipal Court	\$149.73	\$200.00	\$200.00
100-25-53140	Uniforms	Expense	Municipal Court	\$198.88	\$300.00	\$200.00
100-25-54210	Travel - Local	Expense	Municipal Court	\$0.00	\$100.00	\$100.00
100-25-54220	Professional Development	Expense	Municipal Court	\$100.00	\$300.00	\$300.00
100-25-55240	Computer Software	Expense	Municipal Court	\$3,783.22	\$4,500.00	\$4,500.00
100-25-55350	Printing - Other	Expense	Municipal Court	\$414.00	\$500.00	\$500.00
100-25-55765	Miscellaneous	Expense	Municipal Court	\$0.00	\$50.00	\$50.00
100-25-55768	Collection Agency Fees	Expense	Municipal Court	\$8,258.75	\$8,000.00	\$10,000.00
100-25-55772	Warrant Fee - Omni	Expense	Municipal Court	\$750.00	\$1,200.00	\$1,000.00

**TOTAL COURT DEPT. 25**

**\$97,271.36**

**\$102,630.00**

**\$110,240.00**



## 2023 – 2024 BUDGET

30 – Fire

**City of Ovilla  
Fire Department 30  
Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-30-51125	Fire Chief	Expense	Fire	\$66,299.90	\$65,571.00	\$68,200.00
100-30-51135	Deputy Chief/Fire Marshall	Expense	Fire	\$43,979.20	\$48,750.00	\$50,700.00
100-30-51140	Fire Captains	Expense	Fire	\$127,471.29	\$111,395.00	\$227,400.00
100-30-51150	Officer in Charge and Holiday	Expense	Fire	\$12,981.43	\$27,144.00	\$16,500.00
100-30-51440	Firefighters	Expense	Fire	\$481,196.24	\$492,000.00	\$461,800.00
100-30-51442	Firefighter - Event	Expense	Fire	\$0.00	\$1,000.00	\$1,000.00
100-30-51485	Volunteer Incentive Program	Expense	Fire	\$22,644.17	\$25,600.00	\$30,200.00
100-30-52110	Group Insurance	Expense	Fire	\$0.00	\$0.00	\$23,100.00
100-30-52135	TMRS	Expense	Fire	\$11,282.18	\$12,350.00	\$40,100.00
100-30-52137	Volunteer Retirement	Expense	Fire	\$4,752.00	\$20,000.00	\$0.00
100-30-52170	Payroll Taxes	Expense	Fire	\$50,844.02	\$49,800.00	\$43,200.00
100-30-52196	Membership Dues	Expense	Fire	\$1,809.65	\$3,500.00	\$3,500.00
100-30-52310	Consultant Fees	Expense	Fire	\$3,000.00	\$3,000.00	\$3,000.00
100-30-52380	Dispatch	Expense	Fire	\$13,297.00	\$0.00	\$0.00
100-30-52385	Emergency Transport Service	Expense	Fire	\$156,822.01	\$103,550.00	\$111,100.00
100-30-52510	Maintenance Agreements	Expense	Fire	\$8,512.45	\$5,500.00	\$5,500.00
100-30-52570	Warning System Maintenance	Expense	Fire	\$4,650.00	\$6,500.00	\$78,000.00
100-30-52580	Generator Maintenance	Expense	Fire	\$1,292.68	\$3,000.00	\$3,000.00
100-30-53110	Office Supplies	Expense	Fire	\$717.52	\$1,000.00	\$1,000.00
100-30-53140	Uniforms	Expense	Fire	\$5,880.54	\$6,000.00	\$12,000.00
100-30-53160	Medical Supplies	Expense	Fire	\$7,329.57	\$7,000.00	\$7,000.00

**City of Ovilla  
Fire Department 30  
Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-30-53165	Medical Support	Expense	Fire	\$1,587.25	\$1,000.00	\$1,000.00
100-30-53170	Evidence Gathering	Expense	Fire	\$239.96	\$1,000.00	\$1,000.00
100-30-53175	Education Aids	Expense	Fire	\$55.45	\$500.00	\$1,000.00
100-30-53410	Supplies - Custodial	Expense	Fire	\$3,497.98	\$4,000.00	\$4,000.00
100-30-53420	Building Alarm Maintenance	Expense	Fire	\$1,444.00	\$4,300.00	\$4,300.00
100-30-54220	Professional Development	Expense	Fire	\$7,926.69	\$10,000.00	\$10,000.00
100-30-54270	Vehicle Expenses	Expense	Fire	\$32,644.70	\$15,000.00	\$15,000.00
100-30-55240	Computer - Software	Expense	Fire	\$6,786.08	\$9,000.00	\$26,500.00
100-30-55310	Copier Expense	Expense	Fire	\$4,506.68	\$3,700.00	\$3,700.00
100-30-55410	Telephone	Expense	Fire	-\$185.98	\$0.00	\$0.00
100-30-55520	Repairs - Building	Expense	Fire	\$49,929.32	\$7,500.00	\$35,000.00
100-30-55540	Repairs - Machinery & Equipment	Expense	Fire	\$5,362.45	\$6,500.00	\$6,500.00
100-30-55545	Repairs - Apparatus	Expense	Fire	\$83,300.17	\$50,000.00	\$50,000.00
100-30-55550	Repairs - Vehicles	Expense	Fire	\$752.97	\$3,500.00	\$3,500.00
100-30-55752	Employment Screening	Expense	Fire	\$650.00	\$1,000.00	\$2,800.00
100-30-55765	Flags & Miscellaneous	Expense	Fire	\$0.00	\$500.00	\$500.00
100-30-56440	Machinery & Equipment	Expense	Fire	\$28,040.51	\$26,500.00	\$26,500.00
100-30-56445	Personal Protective Equipment	Expense	Fire	\$40,031.51	\$35,000.00	\$25,000.00
100-30-57450	Vehicles	Expense	Fire	-\$7,250.00	\$178,103.00	\$178,100.00
<b>TOTAL FIRE DEPARTMENT 30</b>				<b>\$1,284,081.59</b>	<b>\$1,349,763.00</b>	<b>\$1,580,700.00</b>





## 2023 – 2024 BUDGET

### 40 – Community Services

**City of Ovilla**  
**Community Services Department 40**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-40-51135	ACO/Code Enforcement Officer	Expense	Community Services	\$55,383.98	\$57,200.00	\$61,200.00
100-40-51140	Permit Clerk - Code	Expense	Community Services	\$46,478.60	\$36,800.00	\$39,900.00
100-40-51143	ACO/Code Part Time	Expense	Community Services	\$25,472.29	\$24,800.00	\$25,300.00
100-40-51190	Overtime	Expense	Community Services	\$8,452.20	\$8,000.00	\$8,000.00
100-40-51415	Certification Pay	Expense	Community Services	\$602.60	\$600.00	\$600.00
100-40-52100	Employee Benefits	Expense	Community Services	\$3,850.00	\$0.00	\$3,200.00
100-40-52110	Group Insurance	Expense	Community Services	\$11,514.49	\$17,600.00	\$11,600.00
100-40-52135	TMRS	Expense	Community Services	\$15,025.30	\$12,700.00	\$14,400.00
100-40-52170	Payroll Taxes	Expense	Community Services	\$1,890.50	\$1,750.00	\$1,800.00
100-40-52190	License	Expense	Community Services	\$173.94	\$350.00	\$350.00
100-40-52315	Contract Building Inspections	Expense	Community Services	\$245,408.35	\$112,000.00	\$55,000.00
100-40-52370	Impound Fees	Expense	Community Services	\$3,774.00	\$3,000.00	\$1,000.00
100-40-52680	Environmental Testing	Expense	Community Services	\$950.40	\$500.00	\$500.00
100-40-52683	Septic Tank Fee to State	Expense	Community Services	\$0.00	\$100.00	\$100.00
100-40-52685	Clean up Day	Expense	Community Services	\$105.33	\$0.00	\$0.00
100-40-52687	Abatement Nuisance	Expense	Community Services	\$300.00	\$3,000.00	\$3,000.00
100-40-53120	Animal Care	Expense	Community Services	\$0.00	\$300.00	\$300.00
100-40-53122	Pet Supplies	Expense	Community Services	\$461.71	\$1,000.00	\$1,000.00
100-40-53140	Uniforms	Expense	Community Services	\$757.16	\$1,000.00	\$600.00
100-40-53460	Miscellaneous	Expense	Community Services	\$33.25	\$0.00	\$0.00

**City of Ovilla**  
**Community Services Department 40**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-40-54210	Travel - Local	Expense	Community Services	\$286.72	\$400.00	\$200.00
100-40-54220	Professional Development	Expense	Community Services	\$1,378.19	\$1,300.00	\$1,300.00
100-40-54270	Vehicle Expenses	Expense	Community Services	\$3,406.43	\$3,750.00	\$3,500.00
100-40-55240	Computer - Software	Expense	Community Services	\$7,608.22	\$8,000.00	\$8,000.00
100-40-55765	Miscellaneous	Expense	Community Services	\$155.14	\$500.00	\$500.00
100-40-56440	Machinery & Equipment	Expense	Community Services	\$1,456.88	\$2,500.00	\$2,500.00
<b>TOTAL COMMUNITY SERVICES DEPT. 40</b>				<b>\$434,925.68</b>	<b>\$297,150.00</b>	<b>\$243,850.00</b>



## 2023 – 2024 BUDGET

45 – Solid Waste

**City of Ovilla**  
**Solid Waste Department 45**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-45-55465	Solid Waste Pickup (Garbage)	Expense	Solid Waste	\$293,393.71	\$313,500.00	\$415,000.00
TOTAL SOLID WASTE DEPT. 45				\$293,393.71	\$313,500.00	\$415,000.00



## 2023 – 2024 BUDGET

### 50 – Streets

**City of Ovilla**  
**Street Department 50**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-50-51133	Salaries & Wages: Supervisor	Expense	Streets	\$56,810.30	\$58,800.00	\$59,300.00
100-50-51415	Maintenance Crew	Expense	Streets	\$89,789.67	\$74,750.00	\$58,900.00
100-50-51450	Certification Pay	Expense	Streets	\$0.00	\$600.00	\$600.00
100-50-51490	Overtime	Expense	Streets	\$8,900.78	\$8,000.00	\$8,000.00
100-50-51500	On Call	Expense	Streets	\$1,144.51	\$2,200.00	\$2,200.00
100-50-52110	Group Insurance	Expense	Streets	\$24,129.37	\$27,500.00	\$19,200.00
100-50-52135	TMRS	Expense	Streets	\$15,340.62	\$16,000.00	\$13,600.00
100-50-52170	Payroll Taxes	Expense	Streets	\$1,913.48	\$2,200.00	\$1,700.00
100-50-52190	License	Expense	Streets	\$0.00	\$150.00	\$150.00
100-50-52620	Emergency Clean Up	Expense	Streets	\$18,420.00	\$2,000.00	\$2,000.00
100-50-53110	Office Supplies	Expense	Streets	\$0.00	\$0.00	\$750.00
100-50-53140	Uniforms	Expense	Streets	\$3,993.61	\$3,000.00	\$2,400.00
100-50-53405	Drainage Maintenance	Expense	Streets	\$4,297.84	\$30,000.00	\$39,000.00
100-50-53420	Supplies - Street Signs	Expense	Streets	\$4,766.33	\$2,000.00	\$3,500.00
100-50-53460	Miscellaneous	Expense	Streets	\$1,794.26	\$0.00	\$0.00
100-50-54220	Professional Development	Expense	Streets	\$1,675.14	\$1,500.00	\$1,500.00
100-50-54227	Business Meals - Coffee -Water-Other	Expense	Streets	\$0.00	\$0.00	\$100.00
100-50-54270	Vehicle Expenses	Expense	Streets	\$15,133.98	\$16,000.00	\$16,100.00
100-50-55540	Repairs - Machinery & Equipment	Expense	Streets	\$11,729.65	\$5,500.00	\$5,500.00
100-50-55550	Repairs - Vehicles	Expense	Streets	\$2,904.64	\$2,000.00	\$2,000.00

**City of Ovilla**  
**Street Department 50**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-50-55555	Crack Sealing	Expense	Streets	\$3,123.59	\$0.00	\$7,500.00
100-50-55560	Repairs -Street Maint.& Repairs	Expense	Streets	\$28,674.62	\$47,000.00	\$76,000.00
100-50-55565	Repairs - Infrastruct Drainage	Expense	Streets	\$2,728.82	\$7,500.00	\$6,500.00
100-50-55590	Repairs - Other	Expense	Streets	\$267.05	\$500.00	\$500.00
100-50-55752	Employment Screening	Expense	Streets	\$0.00	\$300.00	\$300.00
100-50-55765	Miscellaneous	Expense	Streets	\$0.00	\$800.00	\$50.00
100-50-56440	Machinery & Equipment	Expense	Streets	\$9,086.60	\$0.00	\$4,000.00
100-50-56445	Personal Protective Equipment	Expense	Streets	\$615.87	\$800.00	\$800.00
100-50-57440	Machinery & Equipment	Expense	Streets	\$79,124.68	\$0.00	\$8,600.00
100-50-57450	Vehicles	Expense	Streets	\$85,986.04	\$0.00	\$0.00
100-50-57460	Infrastructure	Expense	Streets	\$258,871.56	\$0.00	\$0.00
<b>TOTAL STREET DEPT. 50</b>				<b>\$731,223.01</b>	<b>\$309,100.00</b>	<b>\$340,750.00</b>





## 2023 – 2024 BUDGET

60 – Parks

**City of Ovilla**  
**Parks Department 60**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-60-51133	Salaries & Wages: Supervisor	Expense	Parks	\$47,629.01	\$57,100.00	\$59,400.00
100-60-51405	Support Staff	Expense	Parks	\$33,149.20	\$37,500.00	\$43,400.00
100-60-51415	Certification Pay - CPSI	Expense	Parks	\$602.60	\$600.00	\$600.00
100-60-51490	Overtime	Expense	Parks	\$3,351.27	\$3,000.00	\$3,000.00
100-60-51500	On Call	Expense	Parks	\$600.00	\$0.00	\$0.00
100-60-52100	Employee Benefits	Expense	Parks	\$3,325.00	\$0.00	\$0.00
100-60-52110	Group Insurance	Expense	Parks	\$9,008.30	\$16,000.00	\$15,400.00
100-60-52135	TMRS	Expense	Parks	\$9,087.24	\$10,200.00	\$11,900.00
100-60-52170	Payroll Taxes	Expense	Parks	\$1,276.56	\$1,200.00	\$1,500.00
100-60-52196	Membership Dues	Expense	Parks	\$0.00	\$125.00	\$200.00
100-60-52490	Rental - Other	Expense	Parks	\$2,861.27	\$2,000.00	\$2,000.00
100-60-52680	Heritage Day	Expense	Parks	\$16,853.28	\$17,000.00	\$17,000.00
100-60-52690	Special Events	Expense	Parks	\$1,382.07	\$2,500.00	\$2,500.00
100-60-53110	Office Supplies	Expense	Parks	\$0.00	\$0.00	\$500.00
100-60-53140	Uniforms	Expense	Parks	\$1,618.25	\$1,200.00	\$1,200.00
100-60-53410	Supplies - Custodial	Expense	Parks	\$2,590.56	\$3,000.00	\$3,000.00
100-60-53411	Ballfield Supplies	Expense	Parks	\$0.00	\$0.00	\$100.00
100-60-53413	Ballfield Maintenance	Expense	Parks	\$0.00	\$0.00	\$6,000.00
100-60-54220	Professional Development	Expense	Parks	\$0.00	\$500.00	\$500.00
100-60-54270	Vehicle Expenses	Expense	Parks	\$3,815.71	\$5,000.00	\$5,000.00

**City of Ovilla**  
**Parks Department 60**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
100-60-55330	Printing-Forms	Expense	Parks	\$0.00	\$0.00	\$100.00
100-60-55520	Repairs - Building	Expense	Parks	\$103.88	\$500.00	\$500.00
100-60-55530	Repairs-Imp Other Than Bldgs	Expense	Parks	\$2,079.08	\$500.00	\$500.00
100-60-55540	Repairs - Machinery & Equipment	Expense	Parks	\$333.92	\$1,600.00	\$3,600.00
100-60-56445	Personal Protective Equipment	Expense	Parks	\$0.00	\$500.00	\$500.00
100-60-55765	Miscellaneous	Expense	Parks	\$11,673.00	\$9,500.00	\$800.00
100-60-56410	Land Improvements	Expense	Parks	\$1,209.97	\$4,500.00	\$4,500.00
100-60-56440	Machinery & Equipment	Expense	Parks	\$5,870.30	\$2,500.00	\$2,500.00
100-60-57420	Buildings	Expense	Parks	\$57,340.52	\$0.00	\$0.00
100-60-57440	Machinery & Equipment	Expense	Parks	\$42,548.12	\$0.00	\$0.00
<b>TOTAL PARKS DEPT. 60</b>				<b>\$258,309.11</b>	<b>\$176,525.00</b>	<b>\$186,200.00</b>



2023 – 2024 BUDGET

200 – WATER & UTILITIES FUND



## 2023 – 2024 BUDGET

### 200 – WATER AND UTILITIES FUND REVENUE AND EXPENDITURES SUMMARY SHEET

**City of Ovilla**  
**Water and Utilities Budget 2024**  
**Revenue and Expenditures**

Name		2022 Actual	2023 Adopted	2024 Final	
<b>Total Revenue:</b>		\$1,961,451.39	\$1,806,199.00	<b>\$2,029,500.00</b>	

Name		2022 Actual	2023 Adopted	2024 Final	Percent of Budget
Expenditures					
Dept. 70	Administration	-\$362,134.00	\$282,325.00	\$269,600.00	13%
Dept. 75	Water	\$1,444,181.78	\$875,660.00	\$1,015,100.00	50%
Dept. 80	Sewer	\$541,227.37	\$589,172.00	\$583,500.00	29%
Dept. 85	Non-Departmental	\$98,642.40	\$153,080.00	\$161,300.00	8%
<b>Total Expenditures:</b>		\$1,721,917.55	\$1,900,237.00	<b>\$2,029,500.00</b>	

<b>Difference:</b>	<b>\$239,533.84</b>	<b>-\$94,038.00</b>	<b>\$0.00</b>
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## 2023 – 2024 BUDGET

### 200 – Water Revenue

**City of Ovilla**  
**Water and Sewer Revenue**  
**Budget 2024**

**Revenues**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
200-4000460	Water Sales	Revenue	Water	\$1,116,784.92	\$1,157,199.00	\$1,219,450.00
200-4000461	Sewer Service	Revenue	Sewer Revenue	\$474,345.61	\$527,200.00	\$660,000.00
200-4000465	Water & Sewer Penalties	Revenue	Water	\$16,177.88	\$15,000.00	\$19,500.00
200-4000471	Reconnect Fees	Revenue	Water	\$11,991.67	\$9,500.00	\$12,000.00
200-4000472	Meters	Revenue	Water	\$28,297.00	\$23,000.00	\$20,000.00
200-4000473	Connect Fees	Revenue	Water	\$5,908.76	\$5,500.00	\$5,500.00
200-4000479	OSSF Inspection Fee	Revenue	Water	\$147.60	\$0.00	\$1,000.00
200-4000800	Other Revenue	Revenue	Operational Revenue	\$116.09	\$0.00	\$0.00
200-4000840	Interest Earned	Revenue	Operational Revenue	\$9.28	\$50.00	\$50.00
200-4000880	Capital Rec Fee	Revenue	Other Revenue	\$211,250.00	\$68,750.00	\$0.00
200-4000881	Water Tap Fee	Revenue	Other Revenue	\$0.00	\$0.00	\$3,000.00
200-4000890	Misc Other Revenue	Revenue	Operational Revenue	\$96,422.58	\$0.00	\$0.00
200-4000915	Transfer In	Revenue	Other Revenue	\$0.00	\$0.00	\$89,000.00
200-4000990	Reduction in Fund Balance	Revenue	Operational Revenue	\$0.00	\$0.00	\$0.00
<b>TOTAL WATER &amp; SEWER REVENUE</b>				<b>\$1,961,451.39</b>	<b>\$1,806,199.00</b>	<b>\$2,029,500.00</b>





## 2023 – 2024 BUDGET

70 – Administration - Water

**City of Ovilla**  
**Water Administration Fund 70**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
200-70-0059010	Administrative Reserves	Expense	Administration	\$0.00	\$0.00	\$0.00
200-70-51110	City Manager 50%	Expense	Administration	\$25,952.62	\$85,675.00	\$65,500.00
200-70-51115	City Secretary 25%	Expense	Administration	\$18,595.83	\$19,500.00	\$20,200.00
200-70-51117	Finance Director 50%	Expense	Administration	\$20,190.30	\$50,900.00	\$42,200.00
200-70-51130	Public Works Director 50%	Expense	Administration	\$38,372.11	\$39,600.00	\$40,300.00
200-70-51405	Finance Clerk 50%	Expense	Administration	\$6,940.30	\$12,650.00	\$25,000.00
200-70-51415	Certification Pay	Expense	Administration	\$601.26	\$600.00	\$600.00
200-70-52100	Employee Benefits	Expense	Administration	\$1,137.50	\$0.00	\$1,000.00
200-70-52110	Group Insurance	Expense	Administration	\$13,190.63	\$20,000.00	\$15,400.00
200-70-52135	TMRS	Expense	Administration	\$16,510.36	\$22,500.00	\$22,400.00
200-70-52170	Payroll Taxes	Expense	Administration	\$2,157.73	\$3,000.00	\$2,800.00
200-70-52250	Accounting	Expense	Administration	\$0.00	\$0.00	\$7,500.00
200-70-52530	Custodial Service Contract	Expense	Administration	\$4,859.90	\$6,600.00	\$6,600.00
200-70-53110	Office Supplies	Expense	Administration	\$2,898.31	\$3,000.00	\$2,200.00
200-70-53140	Uniforms	Expense	Administration	\$1,710.93	\$1,000.00	\$600.00
200-70-53410	Supplies - Custodial	Expense	Administration	\$322.71	\$1,000.00	\$1,000.00
200-70-54220	Professional Development	Expense	Administration	\$1,628.28	\$1,500.00	\$1,500.00
200-70-54227	Business Meals-Coffee-Water-Other	Expense	Administration	\$0.00	\$0.00	\$600.00
200-70-54270	Vehicle Expenses	Expense	Administration	\$0.00	\$0.00	\$200.00
200-70-55240	Computer - Software	Expense	Administration	\$3,241.60	\$3,000.00	\$3,000.00

**City of Ovilla**  
**Water Administration Fund 70**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
200-70-55300	Printing Expense	Expense	Administration	\$3,307.57	\$2,000.00	\$2,100.00
200-70-55705	Postage	Expense	Administration	\$7,158.72	\$8,000.00	\$8,000.00
200-70-55760	Bank Service Charge	Expense	Administration	\$12.00	\$500.00	\$500.00
200-70-55765	Miscellaneous	Expense	Administration	\$2,853.37	\$1,800.00	\$400.00
200-70-57440	Machinery & Equipment	Expense	Administration	-\$533,776.03	\$0.00	\$0.00
<b>TOTAL ADMIN. DEPT. 70</b>				<b>-\$362,134.00</b>	<b>\$282,825.00</b>	<b>\$269,600.00</b>



## 2023 – 2024 BUDGET

75 – Water

**City of Ovilla**  
**Water Department 75**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
200-75-51133	Salaries & Wages: Supervisor	Expense	Water	\$56,713.58	\$59,000.00	\$0.00
200-75-51190	Overtime	Expense	Water	\$1.05	\$0.00	\$0.00
200-75-51405	Support Staff	Expense	Water	\$23,243.72	\$31,500.00	\$34,000.00
200-75-51415	Maintenance Crew	Expense	Water	\$72,338.50	\$92,100.00	\$102,000.00
200-75-51450	Certification Pay	Expense	Water	\$901.89	\$900.00	\$900.00
200-75-51490	Overtime	Expense	Water	\$4,020.43	\$4,500.00	\$4,500.00
200-75-51500	On Call	Expense	Water	\$938.56	\$1,100.00	\$1,100.00
200-75-52100	Employee Benefits	Expense	Water	\$5,600.00	\$0.00	\$5,200.00
200-75-52110	Group Insurance	Expense	Water	\$19,303.50	\$29,500.00	\$15,400.00
200-75-52135	TMRS	Expense	Water	\$20,471.86	\$19,500.00	\$15,700.00
200-75-52170	Payroll Taxes	Expense	Water	\$3,371.55	\$3,300.00	\$2,000.00
200-75-52190	Licenses	Expense	Water	\$0.00	\$222.00	\$300.00
200-75-52350	Contract Labor - Company	Expense	Water	\$10,061.00	\$34,600.00	\$20,000.00
200-75-52420	Rental - Machinery & Equipment	Expense	Water	\$0.00	\$1,500.00	\$1,500.00
200-75-52580	Water Testing	Expense	Water	\$2,699.19	\$3,500.00	\$10,500.00
200-75-52590	TCEQ Fees	Expense	Water	\$3,244.95	\$3,500.00	\$4,000.00
200-75-53140	Uniforms	Expense	Water	\$3,753.37	\$1,800.00	\$1,800.00
200-75-53425	Emergency Expenses	Expense	Water	\$0.00	\$0.00	\$10,000.00
200-75-54220	Professional Development	Expense	Water	\$2,238.66	\$2,500.00	\$2,500.00
200-75-54270	Vehicle Expenses	Expense	Water	\$6,923.55	\$7,500.00	\$7,500.00

**City of Ovilla**  
**Water Department 75**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
200-75-55240	Computer - Software	Expense	Water	\$6,450.92	\$6,000.00	\$72,700.00
200-75-55300	Printing Expenses	Expense	Water	\$858.13	\$0.00	\$0.00
200-75-55460	Water, wholesale	Expense	Water	\$517,057.75	\$472,500.00	\$646,000.00
200-75-55540	Repairs- Machinery & Equipment	Expense	Water	\$5,838.79	\$2,000.00	\$3,000.00
200-75-55550	Repairs - Vehicles	Expense	Water	\$4,353.18	\$3,500.00	\$3,900.00
200-75-55570	Inventory Expense	Expense	Water	\$19,804.47	\$5,300.00	\$10,000.00
200-75-55580	Water Chemical Expense	Expense	Water	\$1,700.60	\$4,500.00	\$4,500.00
200-75-55585	Water Meter Supplies	Expense	Water	\$0.00	\$10,700.00	\$15,400.00
200-75-55590	Repairs - Other	Expense	Water	\$4,313.93	\$3,500.00	\$13,500.00
200-75-55705	Postage	EXpense	Water	\$420.00	\$0.00	\$0.00
200-75-55752	Employment Screening	Expense	Water	\$101.00	\$200.00	\$200.00
200-75-55765	Miscellaneous	Expense	Water	\$819.56	\$800.00	\$0.00
200-75-56440	Machinery & Equipment	Expense	Water	\$2,462.06	\$2,500.00	\$2,500.00
200-75-57440	Machinery & Equipment	Expense	Water	\$533,776.03	\$0.00	\$0.00
200-75-57470	Infrastructure - Water	Expense	Water	\$0.00	\$0.00	\$4,500.00
200-75-58225	Admin. Expense to Debt Fund	Expense	Water	\$110,400.00	\$67,638.00	\$0.00
<b>TOTAL WATER DEPT. 75</b>				<b>\$1,444,181.78</b>	<b>\$875,660.00</b>	<b>\$1,015,100.00</b>



## 2023 – 2024 BUDGET

80 – Sewer

**City of Ovilla**  
**Sewer Department 80**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
200-80-51405	Support Staff	Expense	Sewer	\$16,214.13	\$19,000.00	\$21,000.00
200-80-51415	Maintenance Crew	Expense	Sewer	\$53,920.73	\$54,900.00	\$57,100.00
200-80-51450	Certification Pay	Expense	Sewer	\$901.89	\$1,500.00	\$1,500.00
200-80-51490	Overtime	Expense	Sewer	\$1,491.75	\$2,000.00	\$2,000.00
200-80-52110	Group Insurance	Expense	Sewer	\$5,791.05	\$11,600.00	\$11,600.00
200-80-52135	TMRS	Expense	Sewer	\$3,654.76	\$7,900.00	\$9,000.00
200-80-52170	Payroll Taxes	Expense	Sewer	\$245.15	\$1,100.00	\$1,200.00
200-80-52190	Licenses	Expense	Sewer	\$0.00	\$222.00	\$300.00
200-80-52350	Contract Labor - Company	Expense	Sewer	\$9,250.00	\$10,000.00	\$2,500.00
200-80-52515	Sardis Collection Expense	Expense	Sewer	\$1,400.00	\$1,800.00	\$2,000.00
200-80-53140	Uniforms	Expense	Sewer	\$906.95	\$600.00	\$600.00
200-80-54220	Professional Development	Expense	Sewer	\$0.00	\$100.00	\$100.00
200-80-54270	Vehicle Expense	Expense	Sewer	\$1,127.73	\$1,500.00	\$1,500.00
200-80-55463	TRA Wastewater Treatment	Expense	Sewer	\$425,082.00	\$468,000.00	\$463,000.00
200-80-55510	Repairs - Land Improvements	Expense	Sewer	\$3,996.73	\$200.00	\$300.00
200-80-55540	Repairs - Machinery & Equipment	Expense	Sewer	\$8,862.05	\$5,500.00	\$5,500.00
200-80-55570	Inventory Expense	Expense	Sewer	\$1,801.21	\$1,000.00	\$2,000.00
200-80-55590	Repairs - Other	Expense	Sewer	\$0.00	\$0.00	\$300.00
200-80-55752	Employment Screening	Expense	Sewer	\$0.00	\$100.00	\$200.00
200-80-55765	Miscellaneous	Expense	Sewer	\$504.85	\$500.00	\$100.00



**City of Ovilla  
Sewer Department 80  
Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
200-80-56440	Machinery & Equipment	Expense	Sewer	\$6,076.39	\$1,600.00	\$1,600.00
200-80-57450	Vehicles	Expense	Sewer	\$0.00	\$0.00	\$100.00
<b>TOTAL SEWER DEPT. 80</b>				<b>\$541,227.37</b>	<b>\$589,122.00</b>	<b>\$583,500.00</b>



## 2023 – 2024 BUDGET

85 – Non- Departmental (Water)

**City of Ovilla**  
**Non-Departmental 85**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Department Name	2022 Actual	2023 Adopted	2024 Final
200-85-52160	Worker's Compensation	Expense	Non-Departmental	\$7,523.13	\$10,000.00	\$8,400.00
200-85-52180	Unemployment Taxes	Expense	Non-Departmental	\$0.00	\$2,500.00	\$0.00
200-85-52240	Audit	Expense	Non-Departmental	\$14,982.00	\$11,700.00	\$17,350.00
200-85-52260	Engineering Fees	Expense	Non-Departmental	\$17,611.00	\$50,000.00	\$50,000.00
200-85-52540	Computer Maintenance	Expense	Non-Departmental	\$15,248.50	\$19,000.00	\$22,000.00
200-85-52545	Computer Equipment	Expense	Non-Departmental	\$3,367.40	\$1,000.00	\$1,000.00
200-85-55410	Telephone	Expense	Non-Departmental	\$2,044.96	\$2,500.00	\$3,200.00
200-85-55415	Cellular Phone	Expense	Non-Departmental	\$2,117.46	\$2,300.00	\$2,300.00
200-85-55416	Telephone Equipment	Expense	Non-Departmental	\$1,304.93	\$1,000.00	\$1,000.00
200-85-55417	Internet - PD	Expense	Non-Departmental	\$3,442.06	\$4,500.00	\$4,500.00
200-85-55420	Wireless Cards	Expense	Non-Departmental	\$911.76	\$1,080.00	\$1,000.00
200-85-55450	Electricity	Expense	Non-Departmental	\$19,949.78	\$35,000.00	\$30,000.00
200-85-55610	Insurance - Property	Expense	Non-Departmental	\$5,595.91	\$6,500.00	\$9,800.00
200-85-55620	Insurance - Liability	Expense	Non-Departmental	\$2,099.15	\$3,000.00	\$4,300.00
200-85-55640	Insurance - Vehicle	Expense	Non-Departmental	\$2,444.36	\$3,000.00	\$2,700.00
200-85-56440	Machinery and Equipment	Expense	Non-Departmental	\$0.00	\$0.00	\$3,750.00
<b>TOTAL NON-DEPARTMENTAL 85</b>				<b>\$98,642.40</b>	<b>\$153,080.00</b>	<b>\$161,300.00</b>



2023 – 2024 BUDGET

110 – LEOSE FUND

City of Ovilla  
LEOSE 110  
Budget 2024

Revenues

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
110-4000860	Grant Proceeds	Revenue	LEOSE	\$1,100.00	\$1,100.00	\$1,100.00
110-4000990	Reduction in Fund Balance	Revenue	LEOSE	\$0.00	\$0.00	\$0.00
TOTAL REVENUES				\$1,100.00	\$1,100.00	\$1,100.00

Expenditures

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
110-21-9104245	Education and Training	Expense	LEOSE	\$918.00	\$1,100.00	\$1,100.00
TOTAL EXPENSES				\$918.00	\$1,100.00	\$1,100.00



## 2023 – 2024 BUDGET

### 120 – STREET IMPROVEMENT FUND

**City of Ovilla**  
**Street Improvement Fund 120**  
**Budget 2024**

**Revenues**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
120-4000125	Sales Tax - Street Improvement	Revenue	Street Improvement	\$105,887.82	\$103,000.00	\$120,000.00
120-400915	Transfers In	Revenue	Street Improvement	\$0.00	\$0.00	\$57,000.00
120-4000990	Reduction in Fund Balance	Revenue	Street Improvement	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>				<b>\$105,887.82</b>	<b>\$103,000.00</b>	<b>\$177,000.00</b>

**Expenditures**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
120-55-57460	Infrastructure	Expense	Street Improvement	\$204,292.00	\$103,000.00	\$57,000.00
120-55-59001	Reserve for Contingency	Expense	Street Improvement	\$0.00	\$0.00	\$120,000.00
<b>TOTAL EXPENSES</b>				<b>\$204,292.00</b>	<b>\$103,000.00</b>	<b>\$177,000.00</b>



2023 – 2024 BUDGET

130 – COURT TECHNOLOGY



**City of Ovilla**  
**Court Technology Fund 130**  
**Budget 2024**

**Revenues**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
130-4000550	Municipal Court Technology	Revenue	Court Technology	\$3,238.87	\$3,000.00	\$3,500.00
130-4000915	Transfer In	Revenue	Court Technology	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>				<b>\$3,238.87</b>	<b>\$3,000.00</b>	<b>\$3,500.00</b>

**Expenditures**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
130-26-52545	Computer Equipment	Expense	Court Technology	\$0.00	\$3,000.00	\$0.00
130-26-55240	Computer - Software	Expense	Court Technology	\$0.00	\$0.00	\$0.00
130-26-59001	Reserve for Contingency	Expense	Court Technology	\$0.00	\$0.00	\$3,500.00
<b>TOTAL EXPENSES</b>				<b>\$0.00</b>	<b>\$3,000.00</b>	<b>\$3,500.00</b>



2023 – 2024 BUDGET

140 – COURT SECURITY

**City of Ovilla**  
**Court Security Fund 140**  
**Budget 2024**

**Revenues**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
140-4000551	Municipal Court Security	Revenue	Court Security	\$3,871.65	\$3,000.00	\$4,000.00
TOTAL REVENUES				\$3,871.00	\$3,000.00	\$4,000.00

**Expenditures**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
140-27-55782	Court Security Expense	Expense	Court Security	\$879.45	\$1,200.00	\$0.00
140-27-59001	Reserve for Contingency	Expense	Court Security	\$0.00	\$1,800.00	\$4,000.00
TOTAL EXPENSES				\$879.45	\$3,000.00	\$4,000.00



2023 – 2024 BUDGET

250 – WWW INFRASTRUCTURE  
IMPROVEMENTS

**City of Ovilla**  
**WWW Infrastructure Improvements Fund 250**  
**Budget 2024**

**Revenues**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
250-4000478	Infrastructure Improvement Fee	Revenue	WWW Infrastructure Improvements	\$68,605.55	\$75,000.00	\$73,000.00
<b>TOTAL REVENUES</b>				<b>\$68,605.55</b>	<b>\$75,000.00</b>	<b>\$73,000.00</b>

**Expenditures**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
250-85-0059010	Administrative Reserves	Expense	WWW Infrastructure Improvements	\$68,605.55	\$75,000.00	\$73,000.00
<b>TOTAL EXPENSES</b>				<b>\$68,605.55</b>	<b>\$75,000.00</b>	<b>\$73,000.00</b>



2023 – 2024 BUDGET

400 – DEBT SERVICE FUND

**City of Ovilla**  
**Debt Service Fund 400**  
**Budget 2024**

**Revenues**

ACCOUNT ID	Description	Fund Name	2022 Actual	2023 Adopted	2024 Final
400-4000800	Other Revenue	Debt Service Fund	-\$2,432.59	\$0.00	\$0.00
400-4000840	Interest Earned	Debt Service Fund	\$1.73	\$5.00	\$10.00
400-4000900	Reduction of Reserve Fund Bal.	Debt Service Fund	\$0.00	\$0.00	\$0.00
400-4000915	Transfer In	Debt Service Fund	\$110,400.00	\$67,638.00	\$85,494.00
400-4000930	Admin.Rev.Rec.Fr Water & Sewer	Debt Service Fund	\$0.00	\$0.00	\$0.00
400-40105	Ad Valorem, Current I&S New/Imp	Debt Service Fund	\$582,843.47	\$460,000.00	\$744,000.00
400-40110	Ad Valorem Tax Delinquent	Debt Service Fund	\$6,500.57	\$7,650.00	\$2,000.00
400-40113	Interest/Penalties - I & S	Debt Service Fund	\$2,886.27	\$1,865.00	\$1,800.00
400-40915	Transfer-In	Debt Service Fund	\$0.00	\$0.00	\$0.00

**TOTAL DEBT FUND REVENUES**                      **\$700,199.45**              **\$537,158.00**              **\$833,304.00**

**Expenditures**

ACCOUNT ID	Description	Fund Name	2022 Actual	2023 Adopted	2024 Final
400-15-0059015	Debt Reserves	Debt Service Fund	\$0.00	\$8,970.00	\$0.00
400-15-57930	Paying Agent Fees	Debt Service Fund	\$0.00	\$550.00	\$550.00
400-15-57936	GOR Bond Series 2021 Principal	Debt Service Fund	\$490,000.00	\$490,000.00	\$500,000.00
400-15-57941	GOR Bond Series 2021 - Interest	Debt Service Fund	\$29,959.04	\$37,638.00	\$31,611.00
400-15-57937	SIB LoanPrincipal	Debt Service Fund	\$0.00	\$0.00	\$130,743.00
400-15-57942	SIB Loan Interest	Debt Service Fund	\$0.00	\$0.00	\$170,400.00
400-15-58225	Transfer In - Water and Sewer	Debt Service Fund	\$0.00	\$0.00	\$0.00

**TOTAL DEBT FUND EXPENSES**                      **\$519,959.04**              **\$537,158.00**              **\$833,304.00**



2023 – 2024 BUDGET

500 – MUNICIPAL DEVELOPMENT  
DISTRICT FUND



**City of Ovilla**  
**Municipal Development District Fund 500**  
**Budget 2024**

**Revenues**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
500-4000120	Sales tax	Revenue	Municipal Development District Fund	\$125,245.23	\$125,000.00	\$142,000.00
500-4000800	Other Revenue	Revenue	Municipal Development District Fund	\$0.00	\$0.00	\$0.00
500-4000840	Interest Income	Revenue	Municipal Development District Fund	\$2,073.53	\$1,500.00	\$1,200.00
500-4000890	Miscellaneous Other Revenue	Revenue	Municipal Development District Fund	\$0.00	\$0.00	\$0.00
500-4000990	Reduction in Fund Balance	Revenue	Municipal Development District Fund	\$0.00	\$0.00	\$0.00

**TOTAL REVENUES            \$127,318.76    \$126,500.00    \$143,200.00**

**Expenditures**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
500-10-9102240	Audit	Expense	Municipal Development District Fund	\$2,184.00	\$2,300.00	\$2,300.00
500-10-9103110	Office Supplies	Expense	Municipal Development District Fund	\$0.00	\$100.00	\$100.00
500-10-9104220	Professional Development	Expense	Municipal Development District Fund	\$0.00	\$0.00	\$0.00
500-10-9105620	Insurance - Liability	Expense	Municipal Development District Fund	\$195.96	\$300.00	\$300.00
500-10-9109015	Administrative Reserves	Expense	Municipal Development District Fund	\$0.00	\$31,300.00	\$115,000.00
500-10-9109215	Admin. Expense to General Fund	Expense	Municipal Development District Fund	\$500.00	\$500.00	\$500.00
500-10-9109216	Capital Improvements	Expense	Municipal Development District Fund	\$0.00	\$0.00	\$0.00
500-10-9109217	Police Station Remodel	Expense	Municipal Development District Fund	\$330,500.00	\$0.00	\$0.00
500-10-9109218	Conference Room Remodel	Expense	Municipal Development District Fund	\$0.00	\$80,000.00	\$0.00
500-10-99219	Façade Improvement Program	Expense	Municipal Development District Fund	\$0.00	\$0.00	\$25,000.00

**TOTAL EXPENSES            \$331,195.96    \$114,500.00    \$143,200.00**



2023 – 2024 BUDGET

600 – 4B ECONOMIC DEVELOPMENT  
FUND

**City of Ovilla**  
**EDC Fund 600**  
**Budget 2024**

**Revenues**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actuals	2023 Adopted	2024 Final
600-4000120	Sales Tax	Revenue	4B Economic Development Fund	\$211,775.62	\$200,000.00	\$240,000.00
600-4000840	Interest Income	Revenue	4B Economic Development Fund	\$6,617.10	\$3,000.00	\$5,000.00
600-4000990	Reduction in Fund Balance	Revenue	4B Economic Development Fund	\$0.00	\$0.00	\$100,000.00
<b>TOTAL REVENUES</b>				<b>\$218,392.72</b>	<b>\$203,000.00</b>	<b>\$345,000.00</b>

**Expenditures**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actuals	2023 Adopted	2024 Final
600-10-55746	Grant Expense	Expense	4B Economic Development Fund	\$0.00	\$5,000.00	\$5,000.00
600-10-58215	Transfers Out	Expense	4B Economic Development Fund	\$7,500.00	\$7,500.00	\$7,500.00
600-10-8102310	Consultant Fees	Expense	4B Economic Development Fund	\$0.00	\$30,000.00	\$0.00
600-10-51118	Dev/Econ Devel. Director	Expense	4B Economic Development Fund	\$0.00	\$0.00	\$40,000.00
600-10-8102230	Legal Fees	Expense	4B Economic Development Fund	\$0.00	\$500.00	\$5,000.00
600-10-8102240	Audit	Expense	4B Economic Development Fund	\$6,552.00	\$6,800.00	\$6,800.00
600-10-8103110	Office Supplies	Expense	4B Economic Development Fund	\$0.00	\$200.00	\$200.00
600-10-8104210	Travel Expense	Expense	4B Economic Development Fund	\$0.00	\$2,500.00	\$2,500.00
600-10-8104220	Professional Development	Expense	4B Economic Development Fund	\$1,000.00	\$2,500.00	\$2,500.00
600-10-8105320	Printing Expense	Expense	4B Economic Development Fund	\$0.00	\$400.00	\$400.00
600-10-8105520	Bldg. Repairs/Maint	Expense	4B Economic Development Fund	\$6,695.00	\$0.00	\$0.00
600-10-8105620	Insurance - Liability	Expense	4B Economic Development Fund	\$216.71	\$600.00	\$600.00
600-10-8105705	Postage	Expense	4B Economic Development Fund	\$0.00	\$500.00	\$500.00
600-10-8105730	Memberships	Expense	4B Economic Development Fund	\$1,200.00	\$2,000.00	\$2,000.00
600-10-8105740	Advertising	Expense	4B Economic Development Fund	\$0.00	\$5,000.00	\$5,000.00
600-10-8109015	Administrative Reserves	Expense	4B Economic Development Fund	\$0.00	\$59,500.00	\$0.00
600-10-8109216	Park Pavilion	Expense	4B Economic Development Fund	\$300,000.00	\$0.00	\$0.00

**City of Ovilla**  
**EDC Fund 600**  
**Budget 2024**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actuals	2023 Adopted	2024 Final
600-10-8109219	Monument Signs	Expense	4B Economic Development Fund	\$0.00	\$50,000.00	\$1,000.00
600-10-89223	Park Lighting	Expense	4B Economic Development Fund	\$0.00	\$0.00	\$66,000.00
600-10-89224	Pickleball Court	Expense	4B Economic Development Fund	\$0.00	\$0.00	\$50,000.00
600-10-8109221	Park Restrooms	Expense	4B Economic Development Fund	\$100,000.00	\$0.00	\$0.00
600-10-8109222	Land Improvements	Expense	4B Economic Development Fund	\$0.00	\$30,000.00	\$150,000.00
TOTAL EXPENSES				\$423,163.71	\$203,000.00	\$345,000.00



2023 – 2024 BUDGET

700 – PARK IMPACT FUND

**City of Ovilla**  
**Park Impact Fund 700**  
**Budget 2024**

**Revenues**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
700-4000460	Park Impact	Revenue	Park Impact	\$0.00	\$18,400.00	\$8,400.00
700-4000840	Interest Earned	Revenue	Park Impact	\$0.00	\$0.00	\$0.00
700-4000900	Reduction of Fund Balance	Revenue	Park Impact	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>				<b>\$0.00</b>	<b>\$18,400.00</b>	<b>\$8,400.00</b>

**Expenditures**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
700-60-0059035	Park Impact Reserves	Expense	Park Impact	\$0.00	\$0.00	\$8,400.00
700-60-55765	Miscellaneous	Expense	Park Impact	\$0.00	\$0.00	\$0.00
700-60-56410	Land Improvements	Expense	Park Impact	\$11,968.70	\$0.00	\$0.00
700-60-56440	Machinery and Equipment	Expense	Park Impact	\$0.00	\$0.00	\$0.00
700-60-56490	Other	Expense	Park Impact	\$0.00	\$0.00	\$0.00
700-60-57440	Capital Machinery & Equipment	Expense	Park Impact	\$0.00	\$18,400.00	\$0.00
700-60-57442	Capital Fence Improvement	Expense	Park Impact	\$29,217.00	\$0.00	\$0.00
<b>TOTAL EXPENSES</b>				<b>\$41,185.70</b>	<b>\$18,400.00</b>	<b>\$8,400.00</b>



## 2023 – 2024 BUDGET

800 – WATER & UTILITIES  
IMPACT FEE FUND

**City of Ovilla**  
**Water and Utilities Impact Fee Fund 800**  
**Budget 2024**

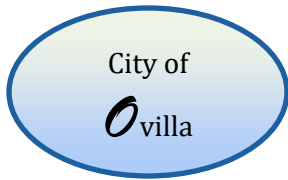
**Revenues**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
800-4000476	Water Impact Fee	Revenue	Water & Utilities Impact Fee Fund	\$262,163.96	\$194,000.00	\$60,400.00
800-4000477	Sewer Impact Fee	Revenue	Water & Utilities Impact Fee Fund	\$411,552.79	\$301,155.00	\$117,000.00
800-4000840	Interest Earned	Revenue	Water & Utilities Impact Fee Fund	\$21.55	\$0.00	\$100.00
<b>TOTAL REVENUES</b>				<b>\$673,738.30</b>	<b>\$495,155.00</b>	<b>\$177,500.00</b>

**Expenditures**

ACCOUNT ID	Description	Account Type	Fund Name	2022 Actual	2023 Adopted	2024 Final
800-75-58215	Transfers Out	Expense	Water & Utilities Impact Fee Fund	\$0.00	\$103,575.00	\$0.00
800-85-0059030	W/S Impact Fees Reserve	Expense	Water & Utilities Impact Fee Fund	\$0.00	\$391,580.00	\$177,500.00
800-85-57470	Water Lines	Expense	Water & Utilities Impact Fee Fund	\$0.00	\$0.00	\$0.00
800-85-57471	Capital Outlay Water Lines	Expense	Water & Utilities Impact Fee Fund	\$0.00	\$0.00	\$0.00
800-86-52310	Consultant Fees	Expense	Water & Utilities Impact Fee Fund	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENSES</b>				<b>\$0.00</b>	<b>\$495,155.00</b>	<b>\$177,500.00</b>





# Ovilla City Council

## AGENDA ITEM REPORT Item #4

Meeting Date: September 11, 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: 4

**ITEM 4. DISCUSSION/ACTION** – Consideration of and action on setting the date, time, and place for the adoption of the proposed ad valorem tax rate.

### Attachments:

None

### Discussion / Justification:

As required by the Local Government Code the city held a Public Hearing earlier in the meeting for public comments on the ad valorem tax rate. Section 102.006(b) advises that the public hearing shall be held before the date of the tax levy. The city attorney has advised that the city should hold a special meeting to adopt the proposed ad valorem tax rate on a date after conducting the public hearing.

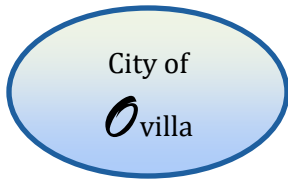
City Staff proposes that the meeting date and time be set for Monday, September 18, 2023, at 6:00 p.m.

### Recommendation / Staff Comments:

Recommendation: Approval

### Sample Motion(s):

I move to set the special meeting to adopt the proposed ad valorem tax rate for September \_\_\_\_, 2023, at \_\_\_\_ p.m. to be held in the council chambers located at 105 S. Cockrell Hill Rd., Ovilla, Texas 75154.



# Ovilla City Council

## AGENDA ITEM REPORT Item #5

Meeting Date: September 11, 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:5

**ITEM 5. DISCUSSION/ACTION** – Consideration of and action on Resolution No. R2023-15, a resolution of the City Council of the City of Ovilla, Texas, amending Resolution No. R2023-13 to revise the City of Ovilla organizational chart; and providing an effective date.

### Attachments:

1. Resolution No. R2023-15
2. FY 2023-2024 Organizational Chart

### Discussion / Justification:

Background: Following the completion and approval of the Fiscal Year 2023-2024 Budget, staff is presenting the annual revised organizational chart for consideration.

### Recommendation / Staff Comments:

Staff Recommends: Approval

### Sample Motion(s):

I move to approve/deny Resolution No. R2023-15 as presented.

**CITY OF OVILLA  
RESOLUTION NO. R2023-15**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OVILLA,  
TEXAS, AMENDING RESOLUTION NO. R2023-13 TO REVISE THE  
CITY OF OVILLA ORGANIZATIONAL CHART; AND PROVIDING AN  
EFFECTIVE DATE.**

**WHEREAS**, the Ovilla City Council previously adopted Resolution No. R2023-13, an organizational chart establishing a chain of command and lines of communication; and

**WHEREAS**, the Ovilla City Staff recommended to Council a revised organizational chart establishing a revised chain of command and lines of communication; and

**WHEREAS**, the Ovilla City Council adopts a revised organizational chart in accordance to the Fiscal Year 2023-2024 Approved Budget; and

**WHEREAS**, the Ovilla City Council wishes to ensure proper and smooth communications between the governing body and staff by prescribing the manner in which the governing body and City staff shall interact; and

**WHEREAS**, the Ovilla City Council believes it is in the best interest of staff and the City to revise the current organizational chart.

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

**SECTION 1.**

Resolution R2023-13 adopted June 12, 2023, is hereby revised to replace herewith the updated organizational chart with this Resolution R2023-15 and attached hereto as Exhibit A.

**SECTION 2.**

This resolution shall be in full force and effect from and after its passage and approval.

**RESOLVED, PASSED AND APPROVED** by the City Council of the City of Ovilla, Texas, this the 11th day of September 2023.

**CITY OF OVILLA**

**By:** \_\_\_\_\_  
Richard Dormier, Mayor

**ATTEST:**

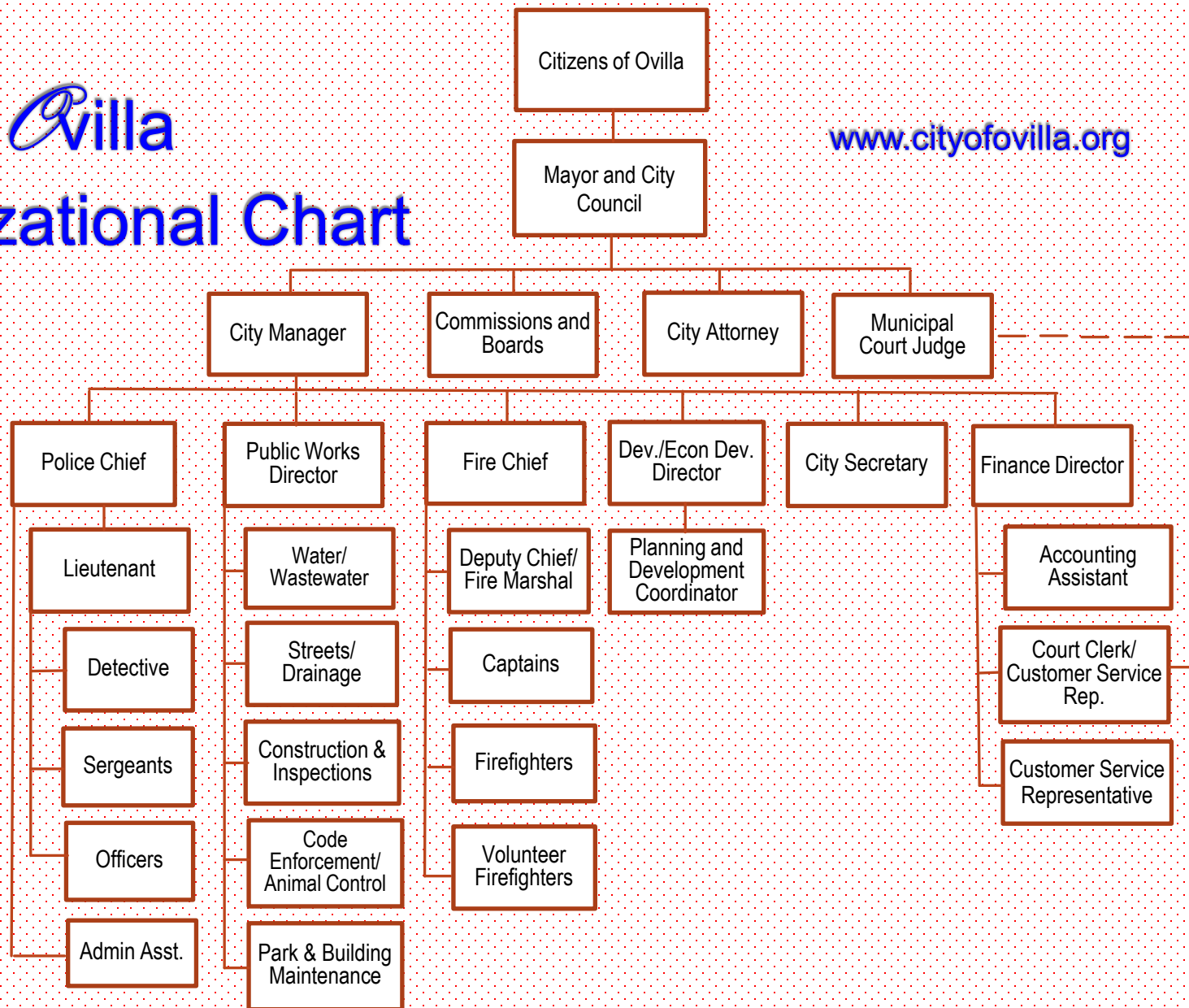
\_\_\_\_\_  
Bobbie Jo Taylor, City Secretary

**EXHIBIT A**

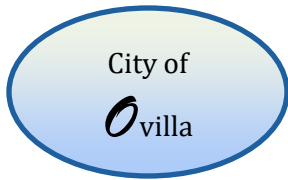
**CITY OF OVILLA ORGANIZATIONAL CHART**

# City of *Ovilla* Organizational Chart

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



105 S. Cockrell Hill Road  
Ovilla, TX 75154  
972.617.7262



# Ovilla City Council

## AGENDA ITEM REPORT Item 6

Meeting Date: September 11, 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: PW

### AGENDA ITEM: 6

**ITEM 6. DISCUSSION/ACTION** – Consideration of and action on approving and authorizing a Type B Economic Development Corporation project to fund a scoreboard for the softball field.

### Attachments:

1. Scoreboard Picture
2. Scoreboard Specification Sheet
3. Scoreboard Quote

### Discussion / Justification:

The city has two ballfields. There are two antiquated existing scoreboards at the fields and neither of them are functional. The city has been advised that due to the age and condition of the scoreboards, they can't reasonably be repaired.

The Type B EDC discussed replacing one of the two scoreboards, so we at least have one field for game and scrimmage situations. Currently one field, the softball field, is being used for games. Ovilla Christian is using the softball field as their game field. Pursuant to Texas law, Type B corporations may pay for land, buildings, equipment, facilities, targeted infrastructure and improvements for amateur sports and athletic facilities and public parks.

The Type B EDC held a public hearing and voted to approve the purchase of a scoreboard. The public hearing was properly posted and published in accordance with law.

The cost for the scoreboard is \$6,875.00, which will be fully funded by the EDC Board by amending this year's budget. The scoreboard comes with a 5-year parts warranty and a one-year onsite installation warranty. The track record for the durability of these scoreboards is approximately 15 years outdoors, but many last much longer.

### Recommendation / Staff Comments:

Recommendation: Approval

### Sample Motion(s):

I move to approve and authorize the Type B Economic Development Corporation project to fund a scoreboard for the softball field.

GUEST

9

HOME

6

FAIR-PLAY

INNING

10

BALL

STRIKE

OUT

H-E



### CAPTIONS (H" x W")

HOME	9" x 24"
GUEST	9" x 25"
INNING	9" x 27"
BALL	9" x 18"
STRIKE	9" x 28"
OUT	9" x 15"
R, H, E	9" x 14"

### DIGIT SIZES (H")

TEAM SCORES	15"
INNING	15"
BALL SPOT	3.5"
H/E SPOT	3.5"
OUT SPOT	3.5"
STRIKE SPOT	3.5"

UV resistant custom paint & vinyl trim colors available.

### 15 Fair-Play FREE Standard Trim Tape Colors

BRIGHT YELLOW	BURGUNDY	BLACK
SUNFLOWER	PURPLE	SILVER METALLIC
BRIGHT ORANGE	LIGHT NAVY	SATIN GOLD METALLIC
TOMATO RED	INTENSE BLUE	MEDIUM GRAY
CARDINAL RED	FOREST GREEN	WHITE

### 12 Fair-Play FREE Standard Scoreboard Colors

BRIGHT RED	KELLY GREEN	REFLEX BLUE
CRIMSON RED	FOREST GREEN	SIGNAL BLACK
DEEP MAROON	CHAMPION BLUE	CHARCOAL
GRAPE PURPLE	ROYAL BLUE	WHITE

### MODEL: BA-7109-2



### DIMENSIONS

Height	Length	Depth	Weight
4'-0"	9'-0"	10"	114 lbs.

### STANDARD EQUIPMENT

- Super-bright, wide-angle amber LED's
- 4-level control console display brightness adjustment
- 5-year limited warranty
- Easy access built-in service points
- Quality engineered water resistant aluminum
- Complete, secure and durable display mounting
- Built-in lighting suppressor (for standard data direct wire only)
- Request a free project design renderings
- Help Desk Support
- USA Factory authorized national and local sales, service and installation

### OPTIONAL EQUIPMENT

- Full-color electronic message displays
- Integrated scoring and display systems
- Illuminated, non-illuminated identification and sponsorship signage
- Personalized vinyl home team name
- Scoreboard caption color (other than white)
- Custom, unique signage options
- Scoreboard control carrying case
- Truss and decorative steel systems
- Power lighting protector

### ELECTRICAL

Voltage	Hertz	Watts	AMPS	Phase	Wiring	Circuits Required	Safety Listing	Scoreboard Display	Control Console
120 VAC	60	84	1	1	2-Wire + ground	1	ETL/CETL	-22° to 131° F	-30° to 55° C

All weights and measures are approximate. To confirm specifications please contact your local Fair-Play representative.

### OPERATING TEMPERATURES

### For applicable models, consult with a sales representative on the following:

- Choice of Fair-Play's scorekeeper approved score systems
- Electronic Team Names
- Rear-illuminated scoreboard captions or scoreboard sport-conversion captions (electronic)
- Changeable scoreboard game captions — electronic available, operated via control
- Pitch Speed or Pitch Count Display Systems





1123 S. Airport Circle  
Euless, TX 76040



## QUOTE 1733 Softball Scoreboard

Bill To

City of Ovilla

Terms:

Location: Softball Field

Sport: Softball

Sales Person: Gary DuPree

Ship To

ATTN: Ainsley Jarvis  
ajarvis@cityofovilla.org

Item & Description	Qty	Unit Price	Amount
<b>BA-7209-2</b> 15" Scores, Inning, Ball, Strike & Out.	1	\$ 2,795.00	\$ 2,795.00
<b>MP-60-0213</b> CTL, SCBD, RF, BATTERY G3	1	\$ 990.00	\$ 990.00
<b>Control Case (Hard Shell) C-2062</b> Hard case for controller	1	\$ 45.00	\$ 45.00
<b>Wireless Transceiver Gen III</b>	1	\$ 495.00	\$ 495.00
<b>Installation</b> Install on existing structure	1	\$ 1,950.00	\$ 1,950.00
<b>Freight</b>	1	\$ 600.00	\$ 600.00

**Sub Total** **\$ 6,875.00**

Tax \$ 0.00

Discount \$ 0.00

APPROVAL

TITLE

**Grand Total** **\$ 6,875.00**

### Terms & Conditions

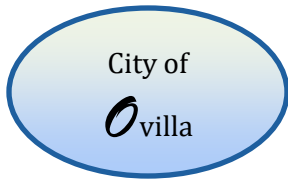
PAYMENT WILL BE DUE UPON RECEIPT OF INVOICE

PRICES QUOTED ARE CASH/CHECK DISCOUNT PRICES

ALL PRICES QUOTED ARE VALID FOR 30 DAYS FROM THE DATE ON THE QUOTE

BuyBoard Contract #678-22, 665-22

### Notes:



# Ovilla City Council

## AGENDA ITEM REPORT Item # 7

Meeting Date: September 11, 2023

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☐ YES ☐ NO ☒ N/A

Submitted By: City Manager David D. Henley

Reviewed By: ☒ City Manager

☐ City Secretary

☒ City Attorney

☐ Finance Director

☐ Other:

### AGENDA ITEM: 7

**DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2023-18 an ordinance of the City of Ovilla, Texas, amending Chapter 13, “Utilities,” Article 13.03, “Water and Wastewater Services,” Division 2, “Water Service,” Section 13.03.045, “Damaging or Tampering with water meter or endpoint” and Appendix A, “Fee Schedule,” Article A7.000, “Water, Wastewater, Solid Waste and Recycling,” Section A7.010, “Water Meter Fees” of the Code of Ordinances of the City of Ovilla relating to water meter replacement fees; providing for the incorporation of premises; providing amendments; providing a cumulative repealer clause; providing a savings clause; providing a severability clause; providing for engrossment and enrollment and incorporation into the code of ordinances; and providing for an effective date.

### Attachments:

1. Ordinance No. 2023-18

### Discussion / Justification:

The city has had a number of individuals who have recklessly broken/damaged the endpoints on their water meters. These endpoints are expensive and the price has risen considerably. In November 2022 the City Council adopted Ordinance 2022-21, to recoup the costs of damaged meters and endpoints, however that ordinance was not easily enforced the way it was written. As a result, we asked our city attorneys to draft an ordinance, so the city can recoup the costs of damaged meters and endpoints caused by property owners.

### Recommendation / Staff Comments:

Staff would recommend approval of Ordinance No. 2023-18 as presented.

### Sample Motion(s):

I move to approve Ordinance No. 2023-18 as presented.

**CITY OF OVILLA  
ORDINANCE NO. 2023-18**

**AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING CHAPTER 13, "UTILITIES," ARTICLE 13.03, "WATER AND WASTEWATER SERVICES," DIVISION 2, "WATER SERVICE," SECTION 13.03.045, "DAMAGING OR TAMPERING WITH WATER METER OR ENDPOINT" AND APPENDIX A, "FEE SCHEDULE," ARTICLE A7.000, "WATER, WASTEWATER, SOLID WASTE AND RECYCLING," SECTION A7.010, "WATER METER FEES" OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA RELATING TO WATER METER AND ENDPOINT REPLACEMENT FEES; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING AMENDMENTS; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT AND INCORPORATION INTO THE CODE OF ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Ovilla ("City") is a Type A General Law municipality located in Ellis and Dallas Counties, created in accordance with the provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, Section 13.03.045 in Chapter 13, "Utilities" of the Code of Ordinances provides for a fixed civil penalty for damaging or tampering with a water meter or endpoint; and

**WHEREAS**, the City Council has determined that the most effective and appropriate means to collect fees or charges for damaged water meters or endpoints is through the contract for water service so the City can collect actual costs of the water meter or endpoint; and

**WHEREAS**, the City Council has also determined it is necessary to amend the Fee Schedule, "Appendix A" in the Code of Ordinances to add a replacement water meter or endpoint fee charge to include the costs of labor for installation; and

**WHEREAS**, the City Council finds that the amendments to fees and charges in this Ordinance are reasonable and necessary to cover costs of replacing meters or endpoints as necessary to provide water service to its customers, and that the fees fairly and reasonably represent costs incurred by the City for services provided.

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

**SECTION 1.  
INCORPORATION OF PREMISES.**

The above and foregoing recitals are true and correct and are findings incorporated into this Ordinance and made a part hereof for all purposes.

## **SECTION 2. AMENDMENTS.**

**2.01. Chapter 13, “Utilities.”** Chapter 13, “Utilities,” Article 13.03, “Water and Wastewater Services,” Division 2, “Water Service,” Section 13.03.045, “Damaging or tampering with water meter or endpoint” of the Code of Ordinances is hereby amended to read in its entirety as follows:

“13.03.045 Damage to water meter or endpoint fee; replacement meter fee.

The fee for damage to a water meter or endpoint equipment may be assessed by the city through the contract for water service. The replacement water meter or endpoint fee shall be as set out in the fee schedule in Appendix “A” of this Code and such fee shall include costs of labor for installation.”

**2.02. Appendix “A” Fee Schedule, Article A7.010, “Water Meter Fees.”** Section A7.010, “Water meter fees” of Article A.7000, “Water, Wastewater, Solid Waste and Recycling” of Appendix A, “Fee Schedule” of the Code of Ordinances of the City of Ovilla, Texas is hereby amended to amend subsection (d) to read as follows, and all other subsections of Section A7.010 not expressly amended hereby shall remain in full force and effect:

“(d) Replacement water meter or endpoint and installation: Not to Exceed \$500.00\*

\*The actual fee shall be a pass through of costs incurred by the City for the replacement meter or endpoint purchased by the City at market rate and a minimum two (2) hour labor charge for installation.”

## **SECTION 3. CUMULATIVE REPEALER.**

This Ordinance shall be cumulative of all other ordinances and shall not repeal any of the provisions of such ordinances except for those instances where there are direct conflicts with the provisions of this ordinance. Ordinances, or parts thereof, in force at the time this ordinance shall take effect and that are inconsistent with this ordinance are hereby repealed to the extent that they are inconsistent with this ordinance. Provided; however, that any complaint, action, claim or lawsuit which has been initiated or has arisen under or pursuant to such other ordinances on this date of adoption of this ordinance shall continue to be governed by the provisions of such ordinance and for that purpose the ordinance shall remain in full force and effect.

## **SECTION 4. SAVINGS.**

All rights and remedies of the City of Ovilla, Texas are expressly saved as to any and all violations of the provisions of any other ordinance which have secured at the time of the effective date of this ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances same shall not be affected by this ordinance but may be prosecuted until final disposition by the court.

**SECTION 5.  
SEVERABILITY.**

The provisions of the ordinance are severable. However, in the event this ordinance or any procedure provided in this ordinance becomes unlawful, or is declared or determined by a judicial, administrative or legislative authority exercising its jurisdiction to be excessive, unenforceable, void, illegal or otherwise inapplicable, in whole or in part, the remaining and lawful provisions shall be of full force and effect and the City shall promptly promulgate new revised provisions in compliance with the authority's decisions or enactment.

**SECTION 6.  
ENGROSSMENT AND ENROLLMENT AND INCORPORATION INTO THE CODE  
OF ORDINANCES.**

The City Secretary is hereby directed to engross and enroll this Ordinance by copying the exact Caption and Effective Date clause in the minutes of the City Council and by filing this Ordinance in the Ordinance records of the City. The provisions of this ordinance shall be included and incorporated in the City of Ovilla Code of Ordinances and shall be appropriately renumbered, if necessary, to conform to the uniform numbering system of the Code.

**SECTION 7.  
EFFECTIVE DATE.**

This Ordinance shall take effect upon its passage and publication as required by law. The City Secretary is directed to publish the caption of this Ordinance as required by law.

**PASSED AND APPROVED** by the City Council of the City of Ovilla, Texas this 11<sup>th</sup> day of September 2023.

**CITY OF OVILLA**

By: \_\_\_\_\_  
Richard Dormier, Mayor

**ATTEST:**

\_\_\_\_\_  
Bobbie Jo Taylor, City Secretary



# Ovilla City Council

## AGENDA ITEM REPORT

### Item # 8

Meeting Date: September 11, 2023

Department: Administration

☒ Discussion ☒ Action

Budgeted Expense: ☒ YES ☐ NO ☐ N/A

Submitted By: City Manager David D. Henley

Reviewed By: ☒ City Manager

☐ City Secretary

☒ City Attorney

☐ Finance Director

☐ Other:

#### AGENDA ITEM:8

**DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2023-19 an ordinance of the City of Ovilla, Texas, amending Appendix A, “Fee Schedule”, Article A7.000, “Water, Wastewater, Solid Waste and Recycling”, Section A7.003, “Water and Wastewater Service Rates and Charges”, Subsection (A), “Monthly Water Rates” of the Code of Ordinances of the City of Ovilla to amend the monthly water rates for residential and nonresidential customers to reflect increased costs from Dallas Water Utilities; providing for the incorporation of premises; providing for amendments; providing a cumulative repealer/savings clause; providing a severability clause; providing for engrossment and enrollment and incorporation into the code of ordinances; and providing an effective date.

#### Attachments:

1. Ordinance No. 2023-19

#### Discussion / Justification:

As you are aware, the City of Ovilla purchases our treated water from Dallas Water Utilities (DWU). Annually they complete a wholesale treated water cost study and provide us with the study, which includes our flat rate cost per 1,000 gallons of water for the next fiscal year. Our current purchase cost for treated water is \$2.4572 per 1,000 gallons. The study provided by DWU for next fiscal year indicates a cost of \$2.8349 per 1,000 gallons, a 15.37% increase. This is a significant increase, so we contacted the administration at DWU to ensure the numbers were correct and if so the reasoning for such a sizeable increase. They advised the costs were correct and the main reason for the increase was chemical costs to treat the water have increased considerably. The City of Ovilla's Water and Utilities Fund is a proprietary fund, which means the revenues generated must cover the expenses within the budget itself. Unfortunately, with such a large cost increase, the city will have no choice, but to pass on part of the cost increase to citizens. To be able to fund the increase and support the operating budget of the water and utilities fund, the monthly water rates will need to increase accordingly.

Our current water rates are on the following page:

\$11.26/minimum	0 to 1,000 gallons
\$13.58/1,000 gallons	1,001 to 2,000 gallons
\$4.89/1,000 gallons	2,001 to 20,000 gallons
\$6.35/1,000 gallons	20,001 to 40,000 gallons
\$7.83/1,000 gallons	40,001 to 60,000 gallons
\$9.30/1,000 gallons	60,001 to 80,000 gallons
\$10.76/1,000 gallons	80,001 to 100,000 gallons
\$12.25/1,000 gallons	100,001 and up

The rates needed to fund the cost increase and support the operating budget in FY 2023-2024 are below:

\$12.95/minimum	0 to 1,000 gallons
\$15.62/1,000 gallons	1,001 to 2,000 gallons
\$5.62/1,000 gallons	2,001 to 20,000 gallons
\$7.30/1,000 gallons	20,001 to 40,000 gallons
\$9.00/1,000 gallons	40,001 to 60,000 gallons
\$10.70/1,000 gallons	60,001 to 80,000 gallons
\$12.37/1,000 gallons	80,001 to 100,000 gallons
\$14.09/1,000 gallons	100,001 and up

For a resident that uses 1,000 gallons of water monthly, their water cost would increase \$1.69 a month.

For a resident that uses 4,000 gallons of water monthly, their water bill would increase \$5.19 a month from \$34.62 to \$39.81.

For a resident that uses 6,000 gallons of water monthly, their monthly water bill would increase \$6.66 from \$44.40 to \$51.06.

For a resident that uses 10,000 gallons of water monthly, their monthly water bill would increase \$9.57 from \$63.96 to \$73.53.

As shown in the FY 2023-2024 budget, staff has taken measures to reduce costs in the water and utility budget. A majority of the increase in expenditures in the budget is the cost of treated water associated with the 15.37% increase. There are also several ARP funded project expenditures with offsetting ARP revenues and the rising cost of maintenance and operations. Staff didn't budget to replace the water supervisor and the budgeted maintenance worker position has been delayed half a

year to offset some of the costs. Despite all efforts, the city has no choice, but to pass on costs to citizens.

Staff ran calculations numerous ways in an attempt to lessen the impact to citizens, but the rates in the table are the lowest rates possible to fund operations in FY 2023-2024.

<b>Recommendation / Staff Comments:</b>
Staff would recommend approval of Ordinance No. 2023-19 as presented.
<b>Sample Motion(s):</b>
I move to approve Ordinance No. 2023-19 as presented.



**CITY OF OVILLA  
ORDINANCE NO. 2023-19**

**AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING APPENDIX A, “FEE SCHEDULE”, ARTICLE A7.000, “WATER, WASTEWATER, SOLID WASTE AND RECYCLING”, SECTION A7.003, “WATER AND WASTEWATER SERVICE RATES AND CHARGES”, SUBSECTION (A), “MONTHLY WATER RATES” OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA TO AMEND THE MONTHLY WATER RATES FOR RESIDENTIAL AND NONRESIDENTIAL CUSTOMERS TO REFLECT INCREASED COSTS FROM DALLAS WATER UTILITIES; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR AMENDMENTS; PROVIDING A CUMULATIVE REPEALER/SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT AND INCORPORATION INTO THE CODE OF ORDINANCES; AND PROVIDING AN EFFECT DATE.**

**WHEREAS**, the City of Ovilla (“City”) is a Type A General Law municipality located in Ellis and Dallas Counties, created in accordance with the provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, the City provides water service to customers located within its corporate boundaries and the jurisdiction of its CCN; and

**WHEREAS**, the City purchases treated water from Dallas Water Utilities (“DWU”) at the rates established by that entity, and DWU notified the City of Ovilla that effective October 1, 2023, DWU would be increasing the rate charged to the City for treated water; and

**WHEREAS**, DWU has increased its rate by 15.37% per 1,000 gallons of water (the “Increased Rate”); and

**WHEREAS**, the Increased Rate will result in an expense that is more than the City of Ovilla can absorb; therefore, the City has determined it necessary to increase water rates to residential and nonresidential customers in the City to provide revenue sufficient to pay the Increased Rate to DWU; and

**WHEREAS**, given the Increased Rate by DWU, the City Council has determined it necessary to increase water rates to its residential and nonresidential customers in the City as set forth hereinbelow, and to amend Subsection (a), “Monthly Water Rates” of Section A7.003 of Appendix “A”, Fee Schedule of the Code of Ordinances of the City to reflect the Increased Rate; and

**WHEREAS**, the continued provision of water service is necessary to public health, safety and welfare and the City depends upon DWU to provide treated water; therefore, the City Council finds that the rates set forth herein are reasonable and necessary to cover basic operating costs of providing water to its customers.

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

**SECTION 1.  
INCORPORATION OF PREMISES**

The foregoing recitals are findings of the City Council and are hereby adopted and incorporated by reference and made a part of this Ordinance as if fully set forth herein.

**SECTION 2.  
AMENDMENTS**

Subsection (a), “Monthly Water Rates” of Section A7.003, “Water and Wastewater Service Rates and Charges” of Article A.7000, “Water, Wastewater, Solid Waste and Recycling” of Appendix “A”, “Fee Schedule” of the Code of Ordinances of the City of Ovilla, Texas is hereby amended to be and read in its entirety as follows, and all other sections and subsections of Article A7.000 not expressly amended hereby shall remain in full force and effect:

A7.003 Water and Wastewater Service Rates and Charges.

“(a) Monthly water rates. Monthly rates for water furnished by the City for residential and nonresidential purposes; inside corporate limits:

\$12.95/minimum	0 to 1,000 gallons
\$15.62/1,000 gallons	1,001 to 2,000 gallons
\$5.62/1,000 gallons	2,001 to 20,000 gallons
\$7.30/1,000 gallons	20,001 to 40,000 gallons
\$9.00/1,000 gallons	40,001 to 60,000 gallons
\$10.70/1,000 gallons	60,001 to 80,000 gallons
\$12.37/1,000 gallons	80,001 to 100,000 gallons
\$14.09/1,000 gallons	100,001 and up”

**SECTION 3.  
CUMULATIVE REPEALER/SAVINGS CLAUSE**

This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided, however, that any complaint, action, claim, or lawsuit, which has been initiated or has arisen under or pursuant to such Ordinance on the date of

adoption of this Ordinance shall continue to be governed by the provisions of that Ordinance and for that purpose, the Ordinance shall remain in full force and effect.

**SECTION 4.  
SEVERABILITY CLAUSE**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

**SECTION 5.  
ENGROSSMENT AND ENROLLMENT AND INCORPORATION INTO THE CODE  
OF ORDINANCES**

The City Secretary is hereby directed to engross and enroll this Ordinance by copying the exact Caption and Effective Date clause in the minutes of the City Council and by filing this Ordinance in the Ordinance records of the City. The provisions of this ordinance shall be included and incorporated in the City of Ovilla Code of Ordinances and shall be appropriately renumbered, if necessary, to conform to the uniform numbering system of the Code.

**SECTION 6.  
EFFECTIVE DATE**

This Ordinance shall take effect October 1, 2023, and the charges under the new rates established hereby shall be reflected in water customers' November 2023 water bills and thereafter until amended or revised by a future ordinance.

**PASSED AND APPROVED** by the City Council of the City of Ovilla, Texas, this the 11th day of September 2023.

**CITY OF OVILLA**

By: \_\_\_\_\_  
Richard Dormier, Mayor

**ATTEST:**

\_\_\_\_\_  
Bobbie Jo Taylor, City Secretary



# Ovilla City Council

## AGENDA ITEM REPORT Item #9

Meeting Date: September 11, 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: 9

**ITEM 9. DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2023-20, an ordinance of the City of Ovilla, Texas, adopting the City of Ovilla Thoroughfare Standards, dated May 12, 2014; providing for the incorporation of premises; providing a cumulative repealer clause; providing a savings clause; providing a severability clause; providing for a penalty; and providing for an effective date.

### Attachments:

1. Ordinance 2023-20 with Thoroughfare Standards

### Discussion / Justification:

H.B. No. 3699, enacted by the 88<sup>th</sup> Texas Legislature, requires the City to adopt by ordinance, and after notice is published in a newspaper of general circulation, reasonable specifications relating to the construction of each street or road, based on the amount and kind of travel over each street or road in a subdivision. City Staff has published as required.

Approving Ordinance No. 2023-20 will bring the City of Ovilla into compliance with H.B. 3699 as required by the state.

### Recommendation / Staff Comments:

Recommendation: Approval

### Sample Motion(s):

I move to approve/deny Ordinance No. 2023-20 as presented.

**CITY OF OVILLA  
ORDINANCE NO. 2023-20**

**AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, ADOPTING THE CITY OF OVILLA THOROUGHFARE STANDARDS, DATED MAY 12, 2014; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Ovilla (“City”) is a Type A General Law municipality located in Ellis and Dallas Counties, created in accordance with the provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, the City Council approved Ordinance No. 2014-009 adopting the “City of Ovilla, Texas, Thoroughfare Standards, revised May 12, 2014” (the “Standards”); and

**WHEREAS**, H.B. No. 3699, enacted by the 88<sup>th</sup> Texas Legislature, requires the City to adopt by ordinance, and after notice is published in a newspaper of general circulation, reasonable specifications relating to the construction of each street or road, based on the amount and kind of travel over each street or road in a subdivision; and

**WHEREAS**, having reviewed the Standards, and having given consideration to the requirements of HB No. 3699, the City Council has determined that the Standards include reasonable specifications relating to the construction of each street or road, in accordance with HB No. 3699.

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

**SECTION 1.  
INCORPORATION OF PREMISES**

The above and foregoing recitals are true and correct and are findings incorporated into this Ordinance and made a part hereof for all purposes.

**SECTION 2.  
ADOPTION OF STANDARDS**

The City of Ovilla, Texas, Thoroughfare Standards, revised May 12, 2014, in Exhibit A, attached hereto and incorporated herein, are hereby adopted.

**SECTION 3.**  
**CUMULATIVE REPEALER**

This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided, however, that any complaint, action, claim, or lawsuit, which has been initiated or has arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance shall continue to be governed by the provisions of that Ordinance and for that purpose, the Ordinance shall remain in full force and effect.

**SECTION 4.**  
**SEVERABILITY**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

**SECTION 5.**  
**PENALTY**

Any person, firm, corporation or business entity intentionally, knowingly or recklessly violating this ordinance shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be subject to a fine not to exceed the sum of \$2,000.00 for all violations involving zoning, fire safety, or public health and sanitation, including dumping or refuse, and shall be fined not more than \$500.00 for all other violations of this Ordinance. Each continuing day's violation under this ordinance shall constitute a separate offense. The penal provisions imposed under this ordinance shall not preclude the city from filing suit to enjoin the violation or taking other legal action as allowed by law.

**SECTION 6.**  
**EFFECTIVE DATE**

This Ordinance shall take effect upon its passage and publication as required by law. The City Secretary is directed to publish the caption of this Ordinance as required by law.

**DULY PASSED AND APPROVED** by the City Council of the City of Ovilla, Texas this 11<sup>th</sup> day of September 2023.

**CITY OF OVILLA**

**By:** \_\_\_\_\_  
Richard Dormier, Mayor

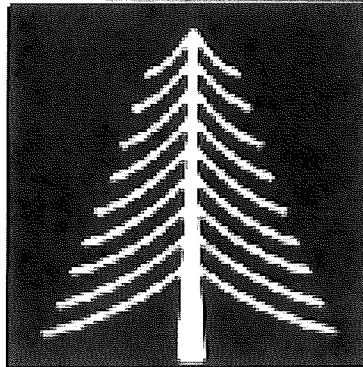
**ATTEST:**

\_\_\_\_\_  
Bobbie Jo Taylor, City Secretary

**EXHIBIT A**  
**THOROUGHFARE STANDARDS**



# **CITY OF OVILLA, TEXAS**



## **THOROUGHFARE STANDARDS**

**Revised May 12, 2014  
Ordinance 2014-009**

# TABLE OF CONTENTS

- I. Street Design Standards
- II. Median and Left Turn Lane Design Standards
- III. Alley Design Standards
- IV. Driveway Design Standards
- V. Sidewalk and Location Design Standards
- VI. Public Right-of-Way Visibility
- VII. Off Street Requirements

Note: Street Design Standards Revised May 12, 2014

**Manual Prepared By**

**BIRKHOFF, HENDRICKS & CONWAY, L.L.P.  
CONSULTING ENGINEERS  
DALLAS, TEXAS**

# SECTION I

## STREET DESIGN STANDARDS

### A. DEFINITIONS

TABLE I				
Type	R-O-W	Pavement (Face to Face)	Median (Face to Face)	Parkway Width
Major Thoroughfare	110'	6/11' (66')	14'	9'
Secondary Thoroughfare	92'	4/12' (48')	24'	9'
Collector	70'	40'	None	11.5'
Residential Street	50'	30'	None	11.5'

Above defined by the City of Ovilla, Texas, Comprehensive Plan and most recent Major Thoroughfare Plan.

### B. MINIMUM HORIZONTAL DESIGN RADIUS

Minimum Centerline Radius is defined by the design speed of the respective street. The design speed of each street In the City of Ovilla, as defined by the Thoroughfare Plan, can be determined from Table 2.

**TABLE 2**  
**DESIGN SPEED OF EACH TYPE OF STREET**

<u>Street Type</u>	<u>Design Speed</u>
Collection and Residential .....	30
Secondary Thoroughfare .....	35
Major Thoroughfare .....	40

The minimum acceptable horizontal centerline radius, for each respective street's design speed, is shown in Table 3.

## Roadway Design Minimum Horizontal Centerline Radius

Based on AASHTO formula for minimum radius and side friction factor

Normal ¼" per foot cross slope both sides of roadway

Equation:

$$R = \frac{V^2}{15 * (e + f)}$$

Where: R - minimum centerline radius

V - design speed

e - rate of super elevation in ft/ft (use -0.0208)

f - side friction factor from AASHTO Figure III-7 for rural highways and high speed urban streets

Posted Speed	Design Speed	"e" Superelevation Rate	"f" Side Friction Factor	Calculated Radius	Use
*30	30	-0.0208	0.155	447.09	<b>450</b>
30	35	-0.0208	0.150	632.09	<b>640</b>
35	40	-0.0208	0.145	858.83	<b>860</b>
40	45	-0.0208	0.142	1113.86	<b>1120</b>
45	50	-0.0208	0.140	1398.21	<b>1400</b>
50	55	-0.0208	0.130	1846.76	<b>1850</b>
55	60	-0.0208	0.120	2419.35	<b>2420</b>
60	65	-0.0208	0.110	3157.70	<b>3160</b>
65	70	-0.0208	0.100	4124.58	<b>4125</b>
70	75	-0.0208	0.090	5419.08	<b>5420</b>

\*Residential Streets Only

Friction Factor for 75 MPH is extrapolated from the AASHTO curve.

**TABLE 3**  
**MINIMUM HORIZONTAL CENTERLINE RADIUS**

<u>Y</u> <u>(mph)</u>	<u>f</u>	<u>E</u> <u>(ft/ft)</u>	<u>(e + f)</u>	<u>R</u> <u>(Calculated)</u> <u>(ft)</u>	<u>R</u> <u>(Rounded for Design)</u> <u>(ft)</u>
30	0.16	-0.02	0.14	428.57	450
35	0.16	-0.02	0.14	583.33	600
40	0.15	-0.02	0.13	820.51	850
45	0.15	-0.02	0.12	1,038.46	1,050
50	0.14	-0.02	0.12	1,388.89	1,400
55	0.14	-0.02	0.12	1,680.56	1,700
60	0.12	-0.02	0.10	2,400.00	2,400

(AASHTO P 177)

Minimum centerline design radius for residential streets shall be 250-feet for curves with a length over 125 feet long.

**C. MINIMUM VERTICAL ALIGNMENT**

Vertical Alignment is a function of Stopping Sight Distance (SSD) which is given by:

$$SSD = 1.47PV + \frac{V^2}{30 (f + g)}$$

(Transportation and Traffic Engineering Handbook, Second Edition, Page 590)

Stopping Sight Distances are calculated for g = 0, rates of vertical curvature are derived from AASHTO Page 307, 312 and 316 and used (K) to determine crest curve lengths per Table 4.

**TABLE 4**  
**MINIMUM ACCEPTABLE CREST CURVE GIVEN SPEED AND  
DIFFERENCE IN GRADE OF ROAD**

S			K									
MPH Ft.			L-KA									
			A-1	A-2	A-3	A-4	A-5	A-6	A-7	A-8	A-9	A-10
30	200	30	100	100	100	120	150	180	210	240	270	300
35	250	50	100	100	150	200	250	300	350	400	450	500
40	325	80	100	160	240	320	400	480	560	640	720	800
45	400	120	120	240	360	480	600	720	840	960	1080	1200
50	475	160	160	320	480	640	800	960	1120	1280	1440	1600
55	550	220	220	440	660	880	1100	1320	1540	1760	1980	2200
60	650	310	310	620	930	1240	1550	1860	2170	2480	2790	3100

**TABLE 5**  
**MINIMUM ACCEPTABLE SAG CREST CURVE GIVEN SPEED AND  
DIFFERENCE IN GRADE OF ROAD**

S			K									
MPH Ft.			L-KA									
			A-1	A-2	A-3	A-4	A-5	A-6	A-7	A-8	A-9	A-10
30	200	40	100	100	120	160	200	240	280	320	360	400
35	250	50	100	100	150	200	250	300	350	400	450	500
40	325	70	100	140	210	280	350	420	490	560	630	700
45	400	90	100	180	270	360	450	540	630	720	810	900
50	475	110	110	220	330	440	550	660	770	880	990	1100
55	550	130	130	260	390	520	650	780	910	1040	1170	1300
60	650	160	160	320	480	640	800	960	1120	1280	1440	1600

**D. INTERSECTION CURB RADII**

- (1) The radius shall be thirty (30) feet at the intersection of a secondary and major, or major and major streets. See Detail, page 9.
- (2) At all other Intersecting streets, the radius shall be twenty (20) feet. See Detail, page 9.

**Note:** At Intersections, the curb radius encroaches on the right-of-way so as to not provide sufficient room for sidewalks, utilities, etc. within the parkway. Therefore, right-of-way will be dedicated at the intersection of all streets such that a minimum of nine and one-half (9.5) feet of parkway shall be maintained from the back of the curb along the curb's radius.

**E. RESIDENTIAL FRONTAGE**

Residential houses shall not front a thoroughfare unless parallel access roads are provided. Minimum distances between adjacent curbs or the thoroughfare and the access road shall be twenty (20) feet.

**F. STATE DESIGNATED ROADS**

All such roads within the City of Ovilla will conform to State Design Standards unless otherwise directed by the City Engineer.

## SECTION II

### MEDIAN AND LEFT TURN LANE DESIGN STANDARDS

**A. WIDTH OF MEDIAN**

Median widths vary from a minimum of 4' to a maximum of 24' (see Table 1).

**B. REQUIRED MEDIAN OPENING AND LEFT-TURN LANE**

Median openings on divided thoroughfares shall be provided at all dedicated street Intersections and at private drives where they conform to the City's spacing requirements. The median opening shall be accompanied by a left turn lane for the proposed drive or street.

**C. COST OF MEDIAN OPENINGS AND LEFT-TURN LANES**

Median openings and left-turn lanes constructed to serve private drives and new roads shall be paved to City standards, inspected by City Inspectors, and paid for by owners served by the median openings and left-turn lanes. The City shall be responsible for, and pay the costs of, the pavings of median openings and left-turn lanes, constructed to serve existing dedicated streets, and those that exist for drives, when a part of the Capital Improvement widening program is undertaken by the City on an existing public street.

**D. MINIMUM LEFT-TURN STORAGE, TRANSITION LENGTH, AND MEDIAN OPENING WIDTH, LOCATION, AND SPACING REQUIREMENTS**

**(1) Left Turn Storage**

All left-turn storage areas shall be ten (10) feet wide with minimum storage requirements for left-turn lanes as in Table 6.

**TABLE 6**  
**MINIMUM LEFT TURN STORAGE REQUIREMENTS**

<u>Intersecting Thoroughfares</u>	<u>Minimum Storage</u>
Major with Major .....	150 feet
Major with Secondary .....	100 feet
Major with Residential .....	60 feet
Major with Private Drive .....	60 feet
Secondary with Major .....	100 feet
Secondary with Residential .....	60 feet
Secondary with Private Drive .....	60 feet

**Note:** Storage requirements listed herein are absolute minimums. Storage requirements may increase based upon actual and projected traffic demands.



(2) Transition Length

The transition curves used in left-turn lanes shall be two 250-foot radius reverse curves, which will require a total transition length of 100-feet.

(3) Median Openings

- a) Median openings at Intersections shall be from right-of-way to right-of-way or the intersecting street.
- b) The minimum width of mid-block median openings shall not be less than sixty (60) feet. See Detail, page 8.

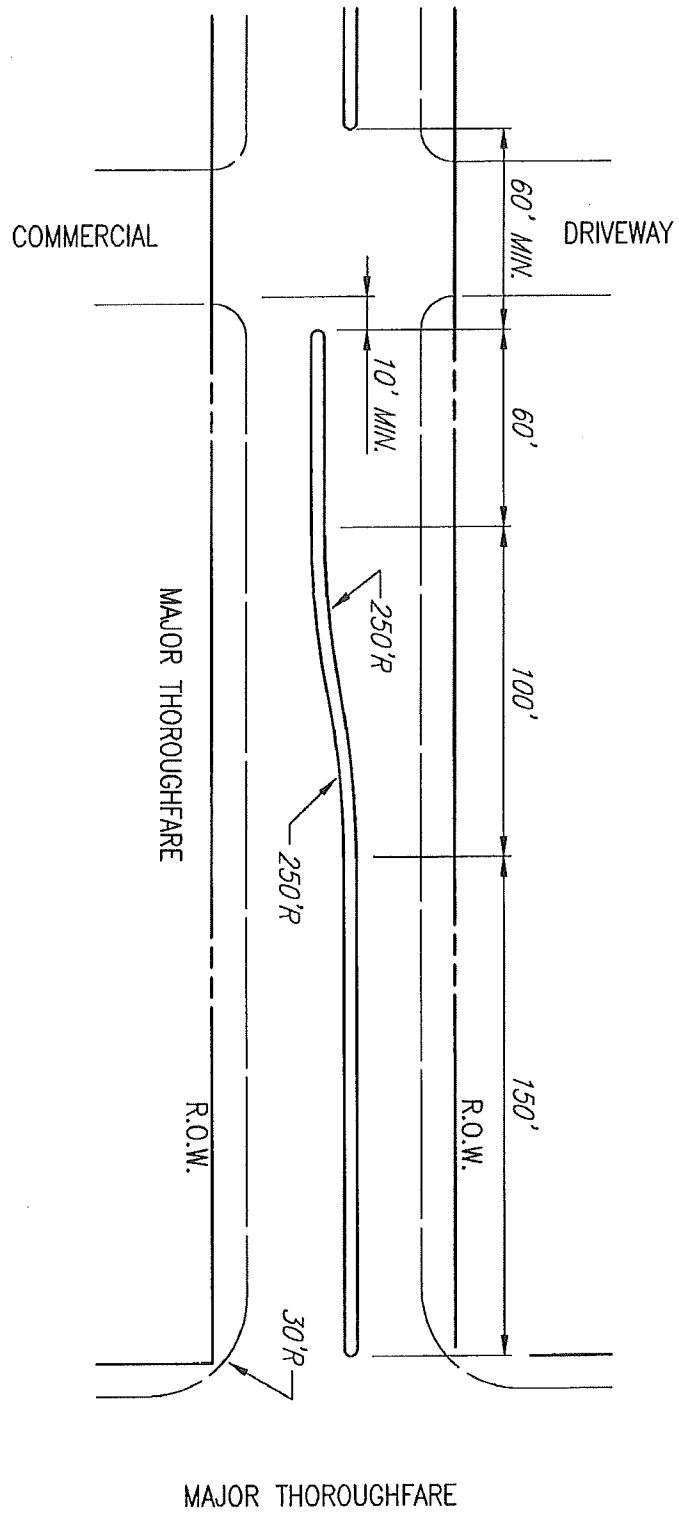
(4) Medians Where No Left-Turn Pocket is Needed

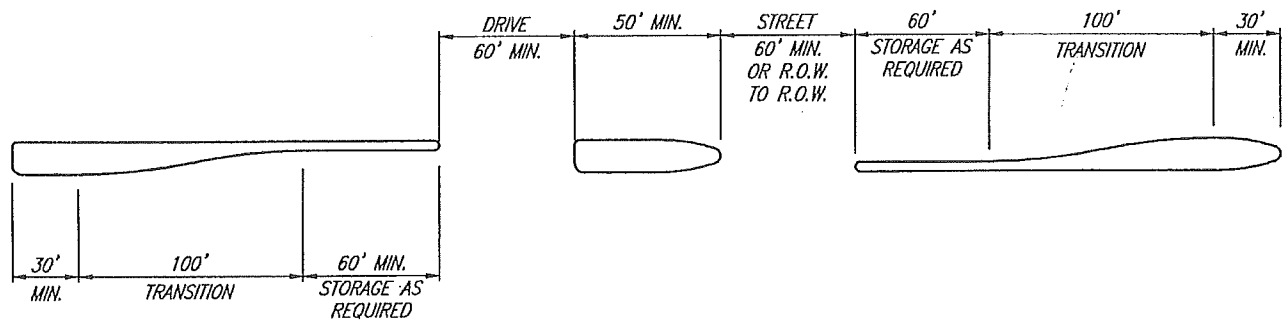
- a) If left-turn storage is provided in only one direction, (i.e., a drive cannot be installed for the other direction), the minimum length of median must be the required left-turn storage and transition length, plus 30-feet of median length beyond the end of the transition.
- b) If the left turn storage is not required in either direction, but the median is simply a spacer between two median openings, the minimum length of the spacer must be 50-feet. See Detail, page 9.

(5) Medians into Developments on Public Streets

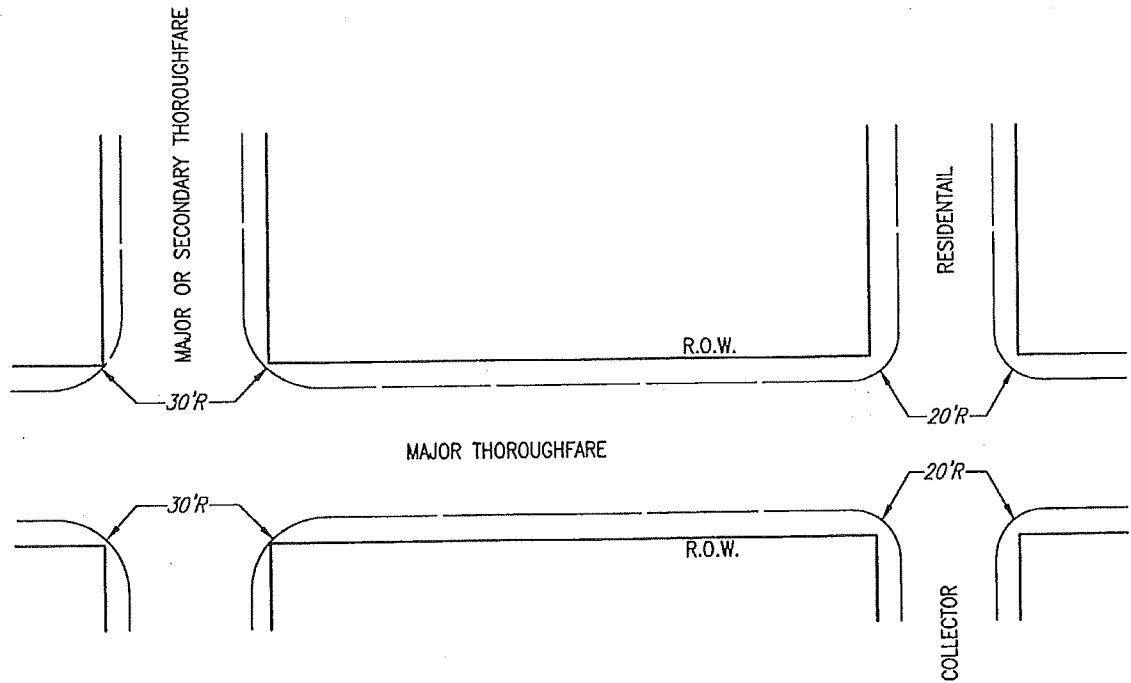
Medians installed on undivided streets at entrances to subdivisions for aesthetic or any other purpose will be a minimum of 4-feet wide and 100-feet long.

# TYPICAL MEDIAN OPENING SPACING MAJOR THOROUGHFARE





TYPICAL MEDIAN DIMENSIONS WITHOUT  
BACK TO BACK LEFT TURN POCKETS



CURB RADII AT INTERSECTION

## SECTION III

### ALLEY DESIGN STANDARDS

#### A. ALLEY INTERSECTIONS

Alleys shall not intersect major or secondary thoroughfares with medians. Alleys which run parallel to and share a common right-of-way line with a major thoroughfare shall turn away from the major street not less than one subdivision lot width or a minimum of 50-feet (whichever is greater) from the cross street intersection.

#### B. ALLEY RADIUS

Alley radii at street intersections shall not be less than 10-feet.

## SECTION IV

### DRIVEWAY DESIGN STANDARDS

#### A. DEFINITION OF DRIVEWAY TYPES

For purposes of interpreting the provisions of these Rules and Regulations, the following definitions shall apply:

- (1) A "residential" driveway provides access to a single-family residence, to a duplex, or to a multi-family building containing five or fewer dwelling units. These drives shall intersect residential and commercial roadways only. All access to residential property abutting all other thoroughfares shall be off the alley or a service road.
- (2) A "commercial" driveway provides access to an office, retail or institutional building, or to a multiple-family building having more than five dwelling units. It is anticipated that such buildings will have incidental truck service. Commercial drives shall access to Major or Secondary Thoroughfares only.
- (3) An "industrial" driveway serves substantial numbers of truck movements to and from loading docks of an Industrial facility, warehouse, or truck terminal. A central retail development, such as a community or regional shopping center, may have one or more driveways specially designed, signed, and located to provide access for trucks and such driveways shall be considered industrial driveways. Industrial plant driveways whose principle function is to serve administrative or employee parking lots shall be considered commercial driveways. Industrial drives shall access to Major or Secondary Thoroughfares only.

**Note:** Two-way driveways shall always be designed to intersect the street at a 90° angle. One-way driveways may be designed to intersect a street at a 45° angle.

#### B. DRIVEWAY WIDTH

As the term is used here, the width of a driveway refers to the width of pavement at the property line.

- (1) Residential driveways onto streets shall have a minimum width of 12-feet and a maximum width of 24-feet. Joint access residential drives shall have no less than nine (9) feet on any property. See Detail (a), page 13.

- (2) Commercial/Industrial. Two-way operation: See Detail (b), page 13.
  - a) Commercial driveways shall have a minimum width of twenty-four (24) feet and a maximum width of 30-feet.
  - b) Industrial driveways shall have a minimum width of 30-feet and a maximum width of 40-feet. Joint access commercial/industrial drives shall have no less than Ten (10) feet on any property, with the full drive width and access pavement to the property built for the development at the same time.
- (3) Commercial/Industrial - One way operation:
  - a) 90 degree drives shall have a width of 18-feet for ingress and 22-feet for egress, with the separation median width being a minimum of 4-feet and a maximum of 10-feet. See Detail (c), page 14.
  - b) 45-degree drives shall have a width of 18-feet for ingress and 16-feet for egress, with the separation median width being a minimum of 4-feet and a maximum of 10-feet. Joint access commercial/industrial drives shall have no less than 10-feet on any property, with the full drive width and access pavement to the property built for the development at the same time. See Detail (d), page 14.

### C. DRIVEWAY RADIUS

All driveways intersecting dedicated streets shall be built with a circular curb radius connecting the 6-inch raised curb of the roadway to the design width pavement of the driveway. All driveways shall provide for barrier free access. Driveway radii shall fall entirely within the subject property so as to begin at the street curb, at the extension of the property line.

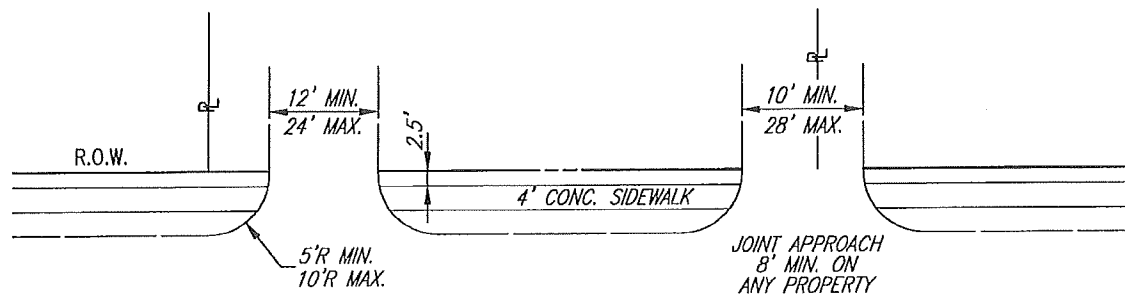
#### (1) 90 Degree Intersection (See Detail, page 13)

- a) The curb radii for a residential drive shall be a minimum of 5-feet and a maximum of 10-feet.
- b) The curb radii for a commercial drive shall be 20-feet.
- c) The curb radii of an industrial driveway shall be 25-feet.

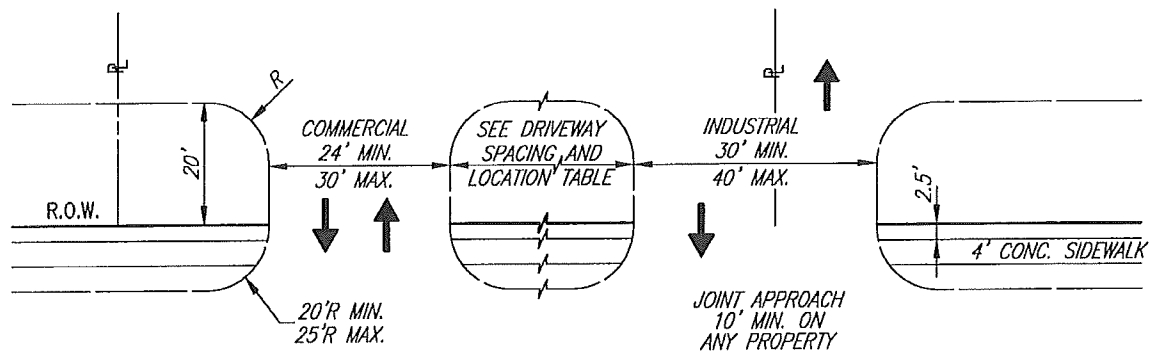
#### (2) 45 Degree Intersection

The curb radii shall be 5-feet for the outside of the drive and 2½-feet for the median. See Detail, page 14.

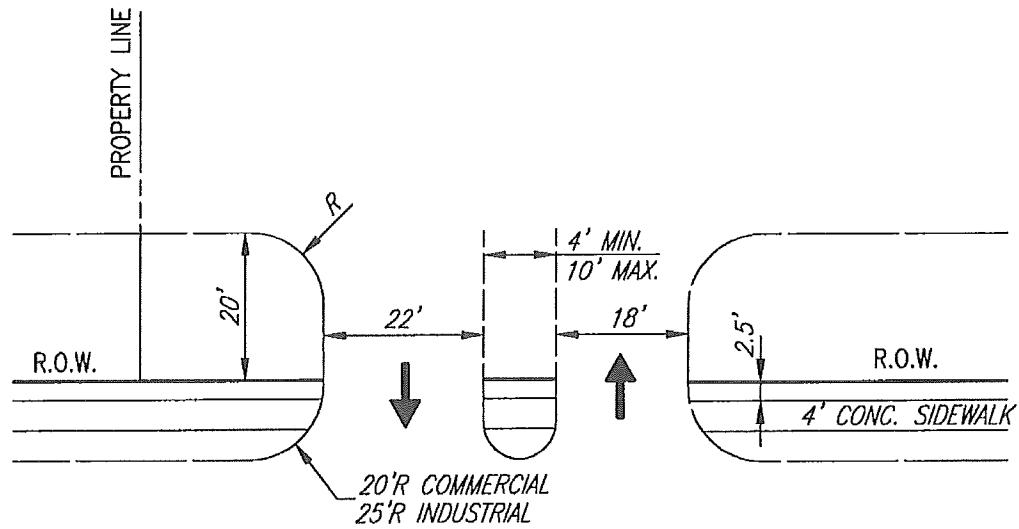
In order that the definition of the location of the edge of pavement for the thoroughfare may be maintained, driveway radii shall always be designed to become tangent to the street curb line. All commercial and industrial drives will have an unbroken curb length of not less than 20-feet from the right-of-way, or 30-feet from the roadway curb extending into the site on each side of the drive.



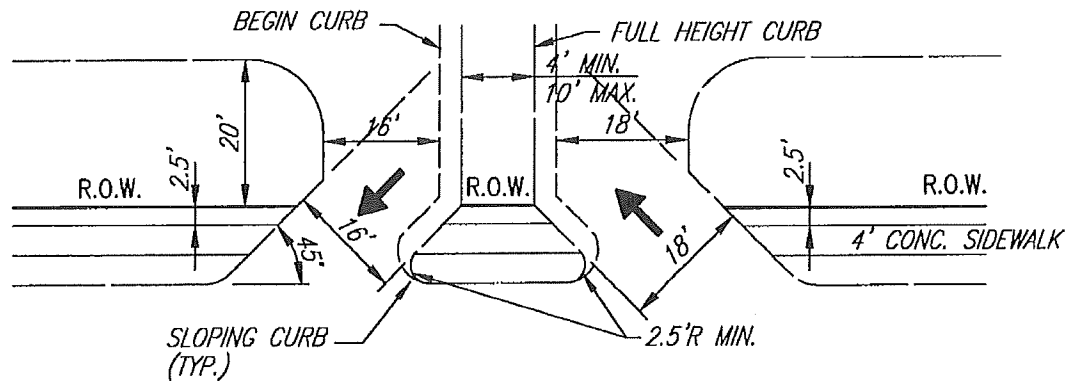
(a) DRIVEWAYS WIDTH, RADIUS, SPACING



(b) DRIVEWAYS WIDTH, RADIUS, SPACING



(c) DRIVEWAYS WIDTH, RADIUS, SPACING



(d) DRIVEWAYS WIDTH, RADIUS, SPACING



#### **D. DRIVEWAY SPACING AND LOCATION IN RELATION TO OTHER DRIVES**

##### **(1) Residential**

Driveway approaches on a tract of land devoted to one use shall not occupy more than 70% of the frontage abutting the roadway. No more than two driveway approaches shall be permitted on any parcel of property on each street.

##### **(2) Commercial and Industrial**

The spacing and location of driveways shall be related to both existing adjacent driveways and those shown on approved development plans. The spacing between driveways shall depend upon the speed limit of the Thoroughfare as per Table 7. Driveways shall not be permitted in the transition area of a deceleration lane or a right turn lane.

**TABLE 7**

#### **DRIVEWAY SPACING IN RELATION TO OTHER DRIVES GIVEN THE DESIGN SPEED OF THE STREET**

<b><u>Design Speed (MPH)</u></b>	<b><u>Driveway Spacing (Ft.)</u></b>
25 .....	65
30 .....	90
35 .....	100
40 .....	120
45 .....	150
50 .....	200

Minimum spacing shall not be more than 10-feet less than the spacings shown above. Spacings between driveways will be measured along the property line from the edge of one driveway to the closest edge of the next driveway and not from centerline to centerline.

#### **E. DRIVEWAY SPACING IN RELATION TO A CROSS STREET**

##### **(1) 90 Degree Intersection - Drive to Road**

- a) Driveways that intersect at 90 degrees to a residential or "secondary street" shall be located a minimum of the drive radius from a residential street's end of curb radius.
- b) A driveway that Intersects at 90 degrees to a residential or secondary street shall be located a minimum of thirty (30) feet from a secondary or major street's end of curb radius. (see Detail (a), page 17)

- c) A driveway that intersects at 90 degrees to a major street shall be located a minimum of 100-feet from any intersecting street's right-of-way. If the property length, along the street, is such that both the drive and the drive's curb radius cannot be totally within the proposed development, the drive will be situated so as to be a joint access drive. (see Detail (b), page 17)

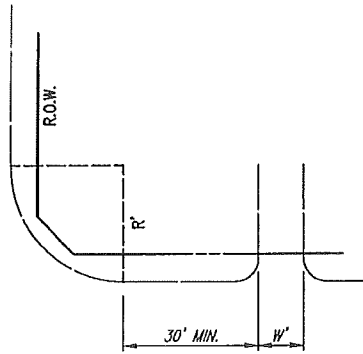
(2) 45 degree Intersection - Drive to Road

- a) If one-way angle drives are used, the radius for the driveway on a residential or secondary may not begin less than 35-feet from an intersecting street's end of curb radius.
- b) On a major street the drive shall be located a minimum of 100-feet from any intersecting street's right-of-way. If a property length, along the street, is such that both the drive and drive's curb radius cannot be totally within the proposed development, the drive will be situated so as to be a joint access drive. (see Detail (c), page 17)

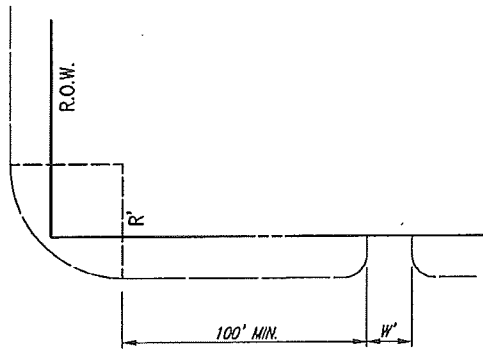
A summary of driveway widths, radii, and angle requirements are given in Table 8.

**TABLE 8**  
**SUMMARY OF DRIVE REQUIREMENTS**

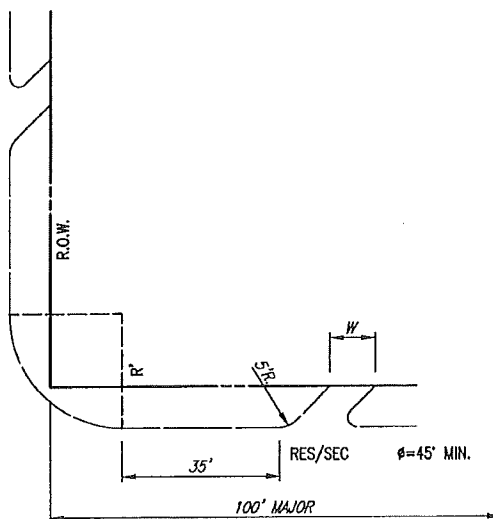
	Residential	Commercial	One-Way		Industrial
			In	Out	
Width (ft)					
Minimum	12	20			30
One-way (only)					
90°			18	22	
45°			18	16	
Maximum	24	30			40
Curb Radius (ft)					
45° (one-way)	5	5	5	5	5
90°	5 – 10	20	Same	Same	25
Intersection					
Angles (deg.)	90°	90°	90°	90°	90°
	45°	45°	45°	45°	45°



(a) DRIVE INTERSECTING A RESIDENTIAL OR SECONDARY



(b) 90° DRIVE INTERSECTING A MAJOR



(c) ANGLE DRIVE

## SECTION V

### SIDEWALK AND LOCATION DESIGN STANDARDS

#### A. DEFINITION OF SIDEWALK

A sidewalk is defined as that paved area in a roadway right-of-way between the curb lines or the edge of pavement or the roadway and the adjacent property lines for the use of pedestrians. The maximum crossfall of the sidewalk shall be ¼-inch per foot. These sidewalks shall conform to the following standards:

- 1) Zoning Classification Requiring Sidewalks: Concrete sidewalks designed and located according to City standards shall be constructed along all streets in all zoning classifications except agriculture zoning. Sidewalks shall be built at the time of site development. Should it be impractical to install the sidewalk at that time, funds for the sidewalk construction shall be placed in escrow with the City for use at the time when sidewalks are needed. Payment or escrow shall be made at the time of site plan or final plat approval.
- 2) Residential Areas (Single Family, Two Family and Multi-Family): Sidewalks shall be 4-feet in width and located directly behind the back of curb. Along thoroughfare the sidewalk width shall be 5-feet in width.
- 3) Non-Residential Areas: In all non-residential areas a 4-foot concrete sidewalk shall be provided and located directly behind the back of curb. Along thoroughfares the sidewalk width shall be 5-feet.
- 4) Exceptions: In areas where mailboxes interfere with a clear width of 4 or 5 feet for the sidewalk, the specified width shall be wrapped around the mailbox.
- 5) Waiver: The sidewalk required in non-residential areas may be waived by the City Council either temporarily or permanently at the time of site plan or final plat approval. Waiver may be granted based on site conditions and/or location of the tract.
- 6) Areas Without Screening Walls: In areas on major and secondary roadways where either screening is not required or a type of screening other than a wall is used, (e.g., a berm,

foliage, etc.) a 4-foot sidewalk will be constructed not more than 2½-feet from the right-of-way line as required by the Thoroughfare Plan.

- 7) Areas with Screening Walls: In areas where a screening wall is provided, a concrete sidewalk shall be constructed contiguous with the screening wall. The street side of the sidewalk shall run parallel to the street curb. The sidewalk shall be a minimum of 5-feet wide and the measurement shall be made from the street side of the sidewalk.
- 8) Sidewalk on Bridges: Bridges on thoroughfares shall have a sidewalk constructed on each side of the bridge. The sidewalk shall be a minimum of 6-feet wide with a parapet wall provided adjacent to the curb of the thoroughfare and with a standard pedestrian bridge rail protecting the sidewalk on the outside edge of the bridge.
- 9) Sidewalks Under Bridges: When new bridges are built as a part of the construction of a roadway or the reconstruction of a roadway and a pedestrian crossing is needed, an 8-foot sidewalk will be built as a part of the embankment design underneath the bridge structure.

**B. BARRIER-FREE RAMPS (Compliance shall be with the American Disability Act)**

Curbs and walks constructed at intersections or all streets and thoroughfares must comply with the provisions of the American Disability Act and be constructed in a manner to be easily and safely negotiated by physically challenged persons.

## SECTION VI

### PUBLIC RIGHT-OF-WAY VISIBILITY

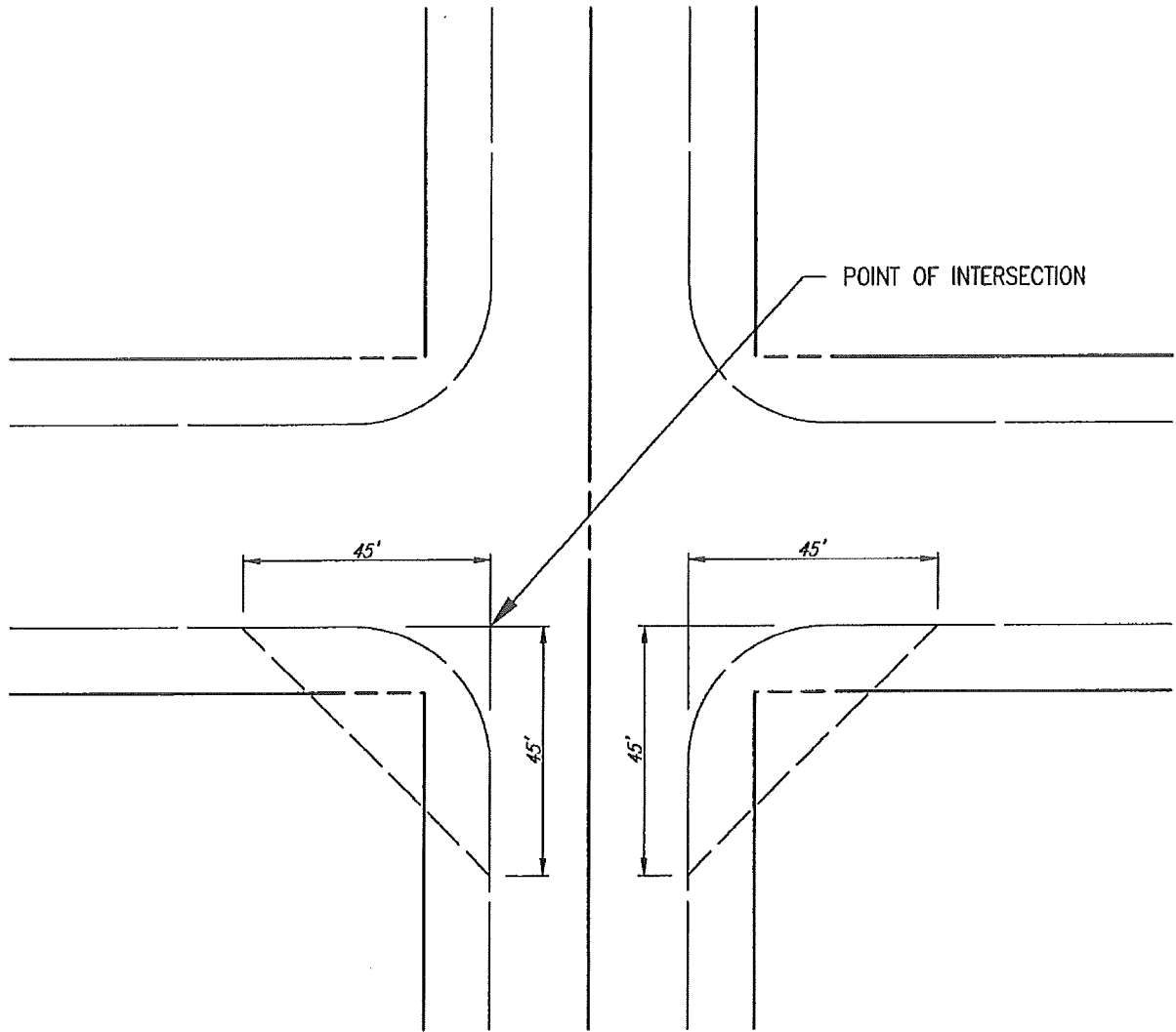
#### A. STREET/DRIVE INTERSECTION VISIBILITY OBSTRUCTION TRIANGLES-FRONTAGE PLAN/PROFILE

A landscape plan showing the plan/profile of the street on both sides of each proposed drive/street to the proposed development with the grades, curb elevations, proposed street/drive locations, and all Items (both natural and man-made) within the visibility triangles as prescribed below shall be provided with all site plans, if they are not on engineering plans that are submitted at the same time. This profile shall show no horizontal or vertical restrictions (either existing or future) within the areas defined below.

##### (1) Obstruction/Interference Triangles-Defined

No fence, wall, screen, billboard, sign, structure, foliage, hedge, tree, bush, shrub, berm, or any other item, either manmade or natural shall be erected, planted, or maintained in a position, which will obstruct or interfere with the following minimum standards.

- a) Vision at all intersections where streets intersect at or near right angles shall be clear at elevation between 2½-feet and 9-feet above the average gutter elevation, except single trunked trees, within a triangular area formed by extending the two curb lines from their point of intersection, 45-feet, and connecting these points with an imaginary line, thereby making a triangle. If there are no curbs existing, the triangular area shall be formed by extending the property lines from their point of intersection 30-feet and connecting these points with an imaginary line, thereby making a triangle. (see Detail, page 21)
- b) Definitions for desirable minimum sight distance requirements for non-residential streets, commercial driveways, and industrial driveways that intersect at or near right angles are presented below (see Detail, page 23). The values presented are minimum sight distances which would permit the following:
  - T-Upon turning left or right, an exiting vehicle could accelerate to the operating speed of the street.



## HORIZONTAL CLEAR TRIANGLE

The desirable minimum sight distances are based on the premise that the approaching driver can observe the intersecting vehicle 2.5 seconds before he must apply the brakes and travel the minimum stopping distance for his approach speed. They are, therefore, particularly applicable to arterial streets. Actual sight distances provided at Intersections should be much greater than these minimum values if practical. The minimum sight distance triangle shall also apply to visibility obstructions at intersections.

Conditions for Intersection Sight Triangle-Plan/Profile:

- In the plan view, the horizontal clear area at the Intersection of a proposed street/drive shall be defined as being within a triangular area formed by:
  - (I) A line that is on the centerline of the proposed street/drive, beginning at the Intersecting street's tangent curb and continuing for a distance of 15-feet back into the proposed street/drive to the end point.
  - (II) A line that is parallel to and 5-feet out from the intersecting street's curb, beginning at the centerline of the proposed street/drive and continuing for a distance "T" as prescribed in Table 9, to the end point.
  - (III) A straight line that connects the end point of an:
    - That is on the centerline and 15-feet back into the proposed street/drive, and the end point of a
    - That is a distance "T" along and 5-feet out from the existing street's curb from the centerline or the proposed street/drive.

In the profile view, the clear window shall be defined as being within the horizontal clear area and clear between 2.5 feet and 9 feet above the average pavement elevation.

**Note:** Single trunked trees within the triangles and in the median shall be allowed and spaced so as to not cause a "picket fence" effect. Because of the large variation of ways in which trees can be planted, the spacings will be decided upon by the City Engineer and the developer at the time of review of the landscape plans. Any other Item that obstructs these lines so as to interfere with the above requirements will not be allowed.



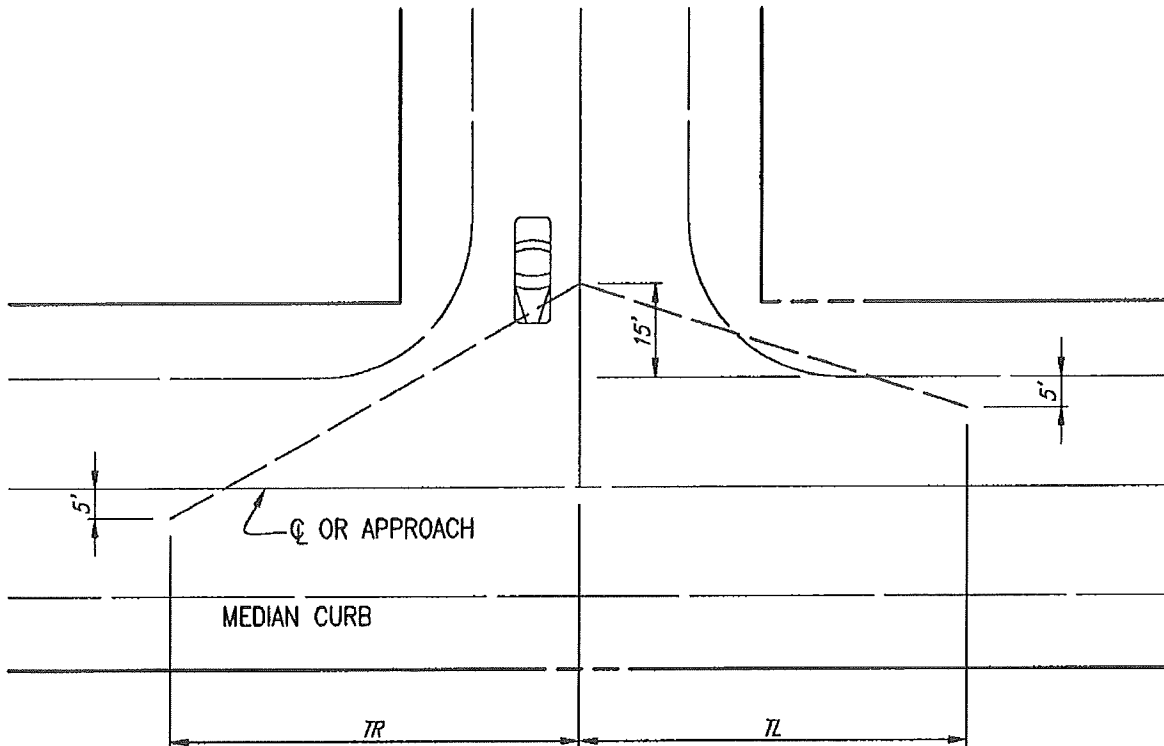


TABLE 9  
MINIMUM SIGHT DISTANCE FOR  
A CAR AT AN INTERSECTION

<u>MPH</u>	<u>I</u>
30	110 + 200=310
35	130 + 250=380
40	130 + 325=475
45	165 + 400=565
50	190 + 475=665

(AASHTO P138, BRAKE REACTION DISTANCE  
+ STOPPING SITE DISTANCE)

**TABLE 9**  
**MINIMUM SIGHT DISTANCE FOR A CAR AT AN INTERSECTION**  
**(For Level-Two Lane Streets)**

<b>MPH</b>		<b>T</b>				
30	.....	110	+	200	=	310
35	.....	130	+	250	=	380
40	.....	130	+	325	=	475
45	.....	165	+	400	=	565
50	.....	190	+	475	=	665

**AASHTO P138, Break Reaction Distance + Stopping Site Distance**

The aforementioned restrictions also apply to streets which do not intersect at right angles, except that the triangle dimensions shall not necessarily be minimum requirements. In such cases the City Engineer shall have the authority to vary such requirements as he deems necessary to provide safety for both vehicular and pedestrian traffic.

**B. R.O.W. OBSTRUCTIONS OUTSIDE THE VISIBILITY TRIANGLES**

- 1) Foliage of hedges, trees and shrubs in public right-of-ways which are not governed by Zoning Ordinance of the City, or the above triangles shall be maintained such that the minimum overhang above a sidewalk shall be 7-feet, the minimum overhang above a street shall be 14-feet.
- 2) All other areas within the street right-of-ways shall be clear at elevations between 2½-feet and 9-feet above the average street grade,
- 3) Plants in the public right-of-way that will grow over 30-inches (when mature) above the adjacent street's curb will conform to all of the above requirements, where applicable. All landscape plans shall show the locations and type of such plants, and show each of the prescribed triangles.
- 4) Ground elevations, within both triangles, will be shown by contour lines.

**Note:** No plantings over 30-inches above the adjacent gutter elevation are allowed in the median for the length of the left turn stacking space unless specifically agreed upon by the City Engineer.

**C. ALLEY VISIBILITY OBSTRUCTIONS**

No fence, wall, screen, billboard, sign, structure, or foliage of hedges, trees, bushes, or shrubs shall be erected, planted or maintained in any alley right-of-way. Foliage or hedges, trees, bushes, and shrubs planted adjacent to the alleys right-of-way which are not governed by the above triangles or by Zoning Ordinance of the City, shall be maintained such that the minimum overhang or encroachment shall be 14-feet above the alley surface at the edge of the pavement.

**D. EXCEPTIONS**

The provisions of this manual shall not apply to, or otherwise interfere with, the following:

- 1) Placement and maintenance of traffic control devices under governmental authority and control.
- 2) Existing and future screening requirements Imposed by the City Council.
- 3) Existing and future City, State and Federal Regulations.

## SECTION VII

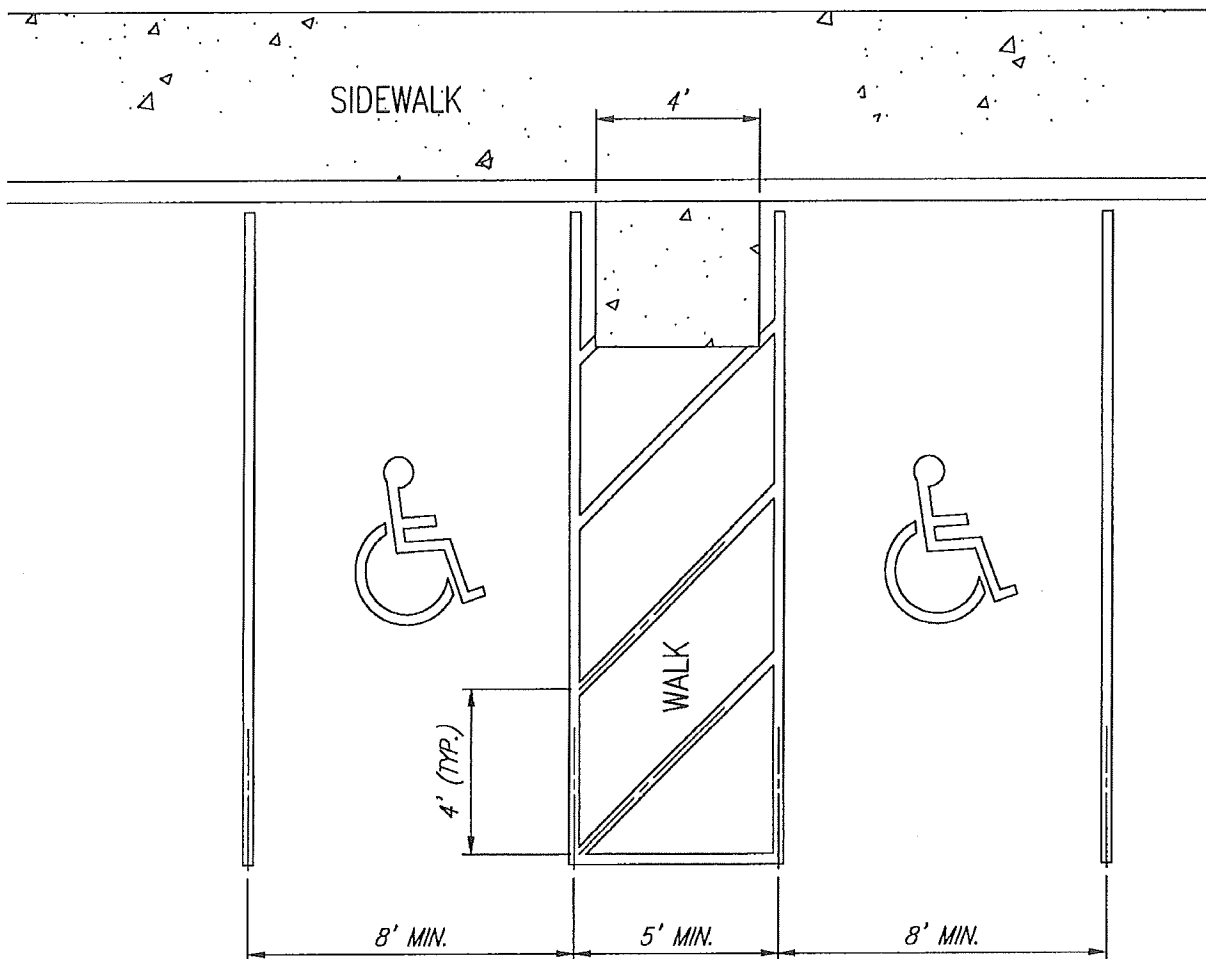
### OFF STREET REQUIREMENTS

#### A. STACKING SPACE FOR DRIVE-UP WINDOWS

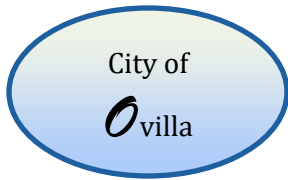
The minimum stacking space for the first vehicle stop for commercial drive-throughs shall be 100-feet, and 40-feet thereafter, for any other stops.

#### B. PARKING - LOT LAYOUT

- 1) Each standard off-street parking space shall contain not less than 180 square feet and measure not less than 9 feet by 20 feet, exclusive of access drives and aisles, and shall be of usable shape and condition.
- 2) The width for two-way aisles shall be 24-feet.
- 3) Handicapped parking spaces shall be a minimum 8-feet in width with a 5-foot minimum walkway. The walkway can be shared by two spaces. For parallel parking the space shall be a minimum of 24-feet by a minimum 13-feet with a 3-foot minimum walkway one end beyond the minimum 24-feet dimension. (see Detail, page 27)
- 4) Parking Overhang: No parking stall shall be situated so as to allow vehicle overhang into public right-of-way. Curb or parking stops shall be installed so that the distance between the face of the curb or car stop is a minimum of 2-feet from the public right-of-way.
- 5) Movements in Public Right-of-Way: No parking stall shall be so designed as to allow any movement into or out of the stall, upon public right-of-way.



## HEAD-IN OR ANGLE PARKING DIMENSIONS



# Ovilla City Council

## AGENDA ITEM REPORT Item #10

Meeting Date: September 11, 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: 10

**ITEM 10. DISCUSSION/ACTION** – Consideration of and action on Ordinance No. 2023-21 an ordinance of the City of Ovilla, Texas, adopting the City of Ovilla, Texas, manual for the design of storm drainage systems, dated August 1998; providing for the incorporation of premises; providing a cumulative repealer clause; providing a savings clause; providing a severability clause; providing for a penalty; and providing for an effective date.

### Attachments:

1. Ordinance 2023-21 with design manual

### Discussion / Justification:

H.B. No. 3699, enacted by the 88<sup>th</sup> Texas Legislature, requires the City to adopt by ordinance, and after notice is published in a newspaper of general circulation, reasonable specifications to provide adequate drainage for each street or road in a subdivision in accordance with standard engineering practices. Staff has published as required.

Approving Ordinance No. 2023-21 will bring the City of Ovilla into compliance with H.B. 3699 as required by the state.

### Recommendation / Staff Comments:

Recommendation: Approval

### Sample Motion(s):

I move to approve/deny Ordinance No. 2023-21 as presented.

**CITY OF OVILLA  
ORDINANCE NO. 2023-21**

**AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, ADOPTING THE CITY OF OVILLA, TEXAS, MANUAL FOR THE DESIGN OF STORM DRAINAGE SYSTEMS, DATED AUGUST 1998; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Ovilla (“City”) is a Type A General Law municipality located in Ellis and Dallas Counties, created in accordance with the provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, in August 1998, the “City of Ovilla, Texas, Manual for the Design of Storm Drainage Systems” was prepared by consulting engineers Birkhoff, Hendricks & Conway (the “Manual”) attached hereto as Exhibit A; and

**WHEREAS**, H.B. No. 3699, enacted by the 88<sup>th</sup> Texas Legislature, requires the City to adopt by ordinance, and after notice is published in a newspaper of general circulation, reasonable specifications to provide adequate drainage for each street or road in a subdivision in accordance with standard engineering practices; and

**WHEREAS**, having reviewed the Manual, and having given consideration to the requirements of HB No. 3699, the City Council has determined that the Manual includes reasonable specifications to provide adequate drainage for each street or road in a subdivision in accordance with standard engineering practices, in accordance with HB No. 3699.

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

**SECTION 1.  
INCORPORATION OF PREMISES**

The above and foregoing recitals are true and correct and are findings incorporated into this Ordinance and made a part hereof for all purposes.

**SECTION 2.  
ADOPTION OF MANUAL**

The City of Ovilla, Texas, Manual for the Design of Storm Drainage Systems, dated August 1998, in Exhibit A, attached hereto and incorporated herein, is hereby adopted.

**SECTION 3.**  
**CUMULATIVE REPEALER/SAVINGS CLAUSE**

This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided, however, that any complaint, action, claim, or lawsuit, which has been initiated or has arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance shall continue to be governed by the provisions of that Ordinance and for that purpose, the Ordinance shall remain in full force and effect.

**SECTION 4.**  
**SEVERABILITY CLAUSE**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

**SECTION 5.**  
**PENALTY**

Any person, firm, corporation or business entity intentionally, knowingly or recklessly violating this ordinance shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be subject to a fine not to exceed the sum of \$2,000.00 for all violations involving zoning, fire safety, or public health and sanitation, including dumping or refuse, and shall be fined not more than \$500.00 for all other violations of this Ordinance. Each continuing day's violation under this ordinance shall constitute a separate offense. The penal provisions imposed under this ordinance shall not preclude the city from filing suit to enjoin the violation or taking other legal action as allowed by law.

**SECTION 6.**  
**EFFECTIVE DATE**

This Ordinance shall take effect upon its passage and publication as required by law. The City Secretary is directed to publish the caption of this Ordinance as required by law.

**PASSED AND APPROVED** by the City Council of the City of Ovilla, Texas this 11<sup>th</sup> day of September 2023.



**CITY OF OVILLA**

**By:** \_\_\_\_\_  
Richard Dormier, Mayor

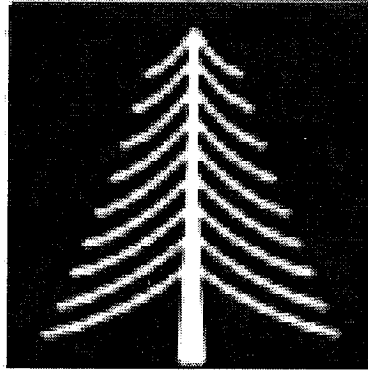
**ATTEST:**

\_\_\_\_\_  
Bobbie Jo Taylor, City Secretary

**EXHIBIT A**

**MANUAL FOR THE DESIGN OF STORM DRAINAGE SYSTEMS**

**CITY OF OVILLA, TEXAS**



**MANUAL  
FOR THE DESIGN OF  
STORM DRAINAGE SYSTEMS MANUAL**

**AUGUST, 1998**

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**Manual Prepared By:**

**BIRKHOFF, HENDRICKS & CONWAY, L.L.P.  
CONSULTING ENGINEERS  
DALLAS, TEXAS**

# **I - INTRODUCTION**

## **1.1 GENERAL**

Storm water runoff is that portion of the precipitation which flows over the ground surface during and for a period after a storm. The objective of designing storm sewer systems is to convey runoff in a functional and efficient way from places it is not wanted to the nearest acceptable discharge point. This transfer of runoff is done in sufficient time and methods to avoid damage and unacceptable amounts of inconvenience to the general public. Prior to the design of a storm drainage system, an overall drainage plan shall be submitted to the City for review. Upon written approval of the drainage plan by the City, the actual construction plans can be designed.

This manual provides guidelines for design of storm drainage facilities in the City of Ovilla. The procedures outlined herein shall be followed for all drainage design and review of plans submitted to the City.

## **1.2 SCOPE**

The information included in this manual has been developed through a comprehensive review of basic design technology as published in various sources listed in the Bibliography and as developed through the experience of individual Engineers who have contributed to the content.

The manual concerns itself with storm drainage conditions which are generally relative to the City of Ovilla and the immediate geographical area. Accepted engineering principles are applied to these situations in detailed documented procedures. The documentation of the procedures is not intended to limit initiative but rather is included as a standardized procedure to aid in design and as a record source for the City.

## **1.3 ORGANIZATION OF MANUAL**

This manual is divided into six basic sections. The first section is the INTRODUCTION, which is a general discussion of the intended use of the material and an explanation of its organization.

- Section II: DRAINAGE DESIGN THEORY, explanation of the basic technical theory employed by the design procedures prescribed in this manual.
- Section III: CRITERIA AND DESIGN PROCEDURES, lists recommended design criteria and outlines the design procedures followed by the City of Ovilla.
- Section IV: CONSTRUCTION PLAN PREPARATION, describes construction plans for drainage facilities in the City of Ovilla.
- Section V: APPENDIX, contains a definition of terms, definition of symbols and abbreviations and the Bibliography.
- Section VI: TABLES, contains all the tables which are used in the design of drainage facilities.
- Section VII: FIGURES, contains all of the basic graphs, nomographs and charts for use in design of drainage facilities.
- Section VIII: FORMS, contains forms with detailed instructions for their use.



## **II - DRAINAGE DESIGN THEORY**

### **2.1 GENERAL**

This section covers the technical theory utilized in the design procedures outlined in the manual. It is intended as an application of basic hydraulic and hydrologic theory to specific storm drainage situations.

### **2.2 DRAINAGE AREA DETERMINATION AND SYSTEM DESIGNATION**

The size and shape of each drainage area and sub-area must be determined for each storm drainage facility. This size and shape should be determined from topographic maps at scale of 1 inch = 200 feet.

Where the contour interval is insufficient or physical conditions may have changed from those shown on existing maps, it may be necessary to supplement the maps with field topographic surveys. The actual conditions should always be verified by a reconnaissance survey. In preparing the drainage area maps, careful attention must be given to the gutter configurations at intersections. The direction of flow in the gutters should be shown on the maps and on the construction plans. The performance of these surveys is the responsibility of the Engineer designing the drainage facility.

### **2.3 RAINFALL**

FIGURE 1, which shows anticipated rainfall rates for storm durations from 5 minutes to 6 hours, has been prepared utilizing the information contained in the U. S. Department of Commerce, Weather Bureau, HYDRO-35 (National Technical Information Service Publication No. PB272-112, dated June, 1977). Interpolation of rainfall rates versus durations from the isopluvial maps contained in HYDRO-35 were used to prepare FIGURE 1 for durations less than 60 minutes. For durations beyond 60 minutes the information shown in FIGURE 1 was derived from Weather Bureau Technical Paper No. 40, dated May, 1961.

### **2.4 DESIGN STORM FREQUENCY**

The individual curves shown on FIGURE 1 labeled "5 Yr.", "10 Yr.", "25 Yr.", "50 Yr.", and "100 Yr." are referred to as "Design Storm Frequency". The term "100-year storm" does not

mean that a storm of that severity can be expected once in any 100-year period, but rather that a storm of that severity has a one in one hundred chance of occurring in any given calendar year.

Each storm drainage facility shall be designed to convey the runoff which results from the 100-year design storm as shown in Section III, CRITERIA AND DESIGN PROCEDURES.

## **2.5 DETERMINATION OF DESIGN DISCHARGE**

Prior to hydraulic design of drainage facilities the amount of runoff from the particular drainage area must be determined. The Rational, the Unit Hydrograph, and the HEC-I Computer Program are the accepted methods, for computing volumes of storm water runoff. Data from the Flood Insurance Study shall be used in lieu of Rational Method, Unit Hydrograph or HEC-I for determination of drainage and floodway easement elevations and design discharge flows, if such data is available. However, all discharge values shall be based on full development of the drainage basin as outlined on the current zoning maps available from the City. In the event that the Flood Insurance Study is not based on current zoning, the study should be reanalyzed, revised and submitted to FEMA for acceptance. In the event that the revised study indicates a water surface is less than that shown on the Flood Insurance study the higher value shall be used if the study is not submitted to FEMA.

## **2.6 RATIONAL METHOD**

The use of the Rational Method, introduced in 1889, is based on the following assumptions:

- a) The peak rate of runoff at any point is a direct function of the average rainfall intensity during the time of concentration to that point.
- b) The frequency of the peak discharge is the same as the frequency of the average rainfall intensity.
- c) The time of concentration is the time required for the runoff to become established and flow from the most remote part of the drainage area to the design point.

The Rational Method is based on the direct relationship between rainfall and runoff expressed in the following equation:

$$Q = C I A, \text{ where}$$

- “Q” is the storm flow at a given point in cubic feet per second (c.f.s.).

- “C” is a coefficient of runoff representing the ratio of runoff to rainfall.
- “T” is the average intensity of rainfall in inches per hour for a period equal to the time of flow from the farthest point of the drainage area to the point of design and is obtained from FIGURE 1.
- “A” is the area in acres that is tributary to the point of design.

The determination of the factors, runoff coefficient and time of concentration shown in this manual have been developed through past experience in the City's system and by review of values recommended by others.

## 2.7 **RUNOFF COEFFICIENT**

The runoff coefficient "C" in the Rational Formula is dependent on the character of the soil and the degree and type of development in the drainage area. The nature and condition of the soil determine its ability to absorb precipitation. The absorption ability generally decreases as the duration of the rainfall increases until saturation occurs. Infiltration rates in the Ovilla area generally are low due to the cohesive soils.

As a drainage area develops the amount of runoff increases generally in proportion to the amount of impervious areas such as streets, parking areas and buildings.

## 2.8 **TIME OF CONCENTRATION**

The time of concentration is defined as the longest time, without interruption of flow by detention devices, that will be required for water to flow from the upper limit of a drainage area to the point of concentration. This time is a combination of the inlet time, which is the time for water to flow over the surface of the ground from the upper limit of the drainage area to the first storm sewer inlet, and the flow time in the conduit or channel to the point of concentration. The flow time in the conduit or channel is computed by dividing the length of the conduit by the average velocity in the conduit.

Although the basic principles of the Rational Method are applicable to all sizes of drainage areas, natural retention of flow and other interruptions cause an attenuation of the runoff hydrograph resulting in over-estimation of rates of flow for larger areas. For this reason, in

development of runoff rates in larger drainage areas, use of the Unit Hydrograph Method is recommended.

## 2.9 UNIT HYDROGRAPH METHOD

The Unit Hydrograph Method to be used in calculation of runoff shall be in accordance with Snyder's synthetic relationships.

The computation of runoff quantities utilizing the Unit Hydrograph Method is based on the following equations:

$$t_p = C_t (L L_{ca})^{0.3}$$

$$q_p = \frac{C_p^{640}}{t_p}$$

$$Q_p = q_p A$$

$$S_D = I^2$$

$$R_T = S_D - L_{is}$$

$$Q_u = R_T Q_p$$

- "t<sub>p</sub>" is the lag time, in hours, from the midpoint of the unit rainfall duration to the peak of the unit hydrograph.
- "C<sub>t</sub>" and "C<sub>p</sub><sup>640</sup>" are coefficients related to drainage basin characteristics. Recommended values for these coefficients are found in TABLE 2.
- "L" is the measured stream distances in miles from the point of design to the upper limit of the drainage area.
- "L<sub>ca</sub>" is the measured stream distance from the point of design to the centroid of the drainage area. This value may be obtained in the following manner:

Trace the outline of the drainage basin on a piece of cardboard and trim to shape. Suspend the cardboard before a plumb bob by means of a pin near the edge of the cardboard and draw a

vertical line. In a similar manner, draw a second line at approximately a 90-degree angle to the first line. The intersection of the two lines is the centroid of gravity of the area.

- " $q_p$ " is the peak rate of discharge of the unit hydrograph for unit rainfall duration in cubic feet per second per square mile.
- " $Q_p$ " is the peak rate of discharge of the unit hydrograph in cubic feet per second.
- "A" is the area in square miles that is tributary to the point of design.
- "T" is the rainfall intensity at two hours in inches per hour for the appropriate design storm frequency.
- " $S_D$ " is the design storm rainfall in inches for a two-hour period.
- " $L_{is}$ " is the initial and subsequent losses, which have a recommended constant value of 1.11 inches.
- " $R_T$ " is the total runoff in inches.
- " $Q_u$ " is the design storm runoff in cubic feet per second.

## **2.10 UNIT HYDROGRAPH COEFFICIENTS**

The U. S. Army Corps of Engineers published, in August 1952, a report, which contains observed unit hydrographs from records on several storms, which occurred during the period from May 1948 through May 1950 on the Turtle Creek drainage basin. Data developed in that report, which is entitled "Definite Project Report on Dallas Floodway, Volume I - General, Hydrologic and Economic Data, together with additional measurements made since that time, was used to establish the coefficients for the Ovilla area.

In Section III of the manual, certain values for factors involved in a unit hydrograph analysis are recommended. These values are not to be considered inflexible, but are intended as guidelines when more specific data is not available. Detailed review of the development of all these factors is not warranted, but several should be discussed where the documentation for the selected values might not be apparent.

The recommended rainfall intensity to be used is selected based on a duration of two hours. The two hours are representative of the time elapsed from the beginning of the rainfall to the peak rate of runoff. Where more definite relationships are known to exist on any particular stream, this time should be adjusted accordingly. When using a duration of two hours, multiply the rainfall rate (intensity) by two hours, subtract the losses, and the total runoff is obtained.

There are two losses to be considered when arriving at the total runoff. These are termed the "initial" and "subsequent" losses and are shown in Section III, CRITERIA AND DESIGN PROCEDURES, as having a constant value of 1.11 inches. This is arrived at by assigning a value of 0.75 inches as the total initial loss occurring during the first one-half hour of rainfall and a loss of 0.24-inch per hour for the remaining one and one-half hour rainfall period, calculated as follows:

Initial Loss .....	0.75 inch
Subsequent Loss (1.5 hrs x 0.24 inch/hr) .....	<u>0.36 inch</u>
<b>Total Losses</b>	<b>1.11 inches</b>

As in the case of other recommended specific values, where more definite information is available, it should be used.

## 2.11 FLOW IN GUTTERS AND INLET DESIGN

In the design of storm drainage facilities, the geometrics of specific types of streets are an integral part of drainage design. Throughout this manual references is made to certain types and widths of streets with specific crown characteristics. The following terms are defined for reference purposes:

MAJOR THOROUGHFARE: A street that moves traffic from one section of the city to another section.

COLLECTOR STREET: This is a street that has the dual purpose of traffic movement plus providing access to abutting properties.

RESIDENTIAL STREET: A street whose primary function is to provide local access to abutting properties.

WIDTH OF STREET: The horizontal distance between the faces of the curbs.

STRAIGHT CROWN: A constant slope from one gutter flow line across a street to the other gutter flow line.

PARABOLIC CROWN: A pavement surface shaped in a parabola from one gutter flow line to the other.

VERTICAL DISPLACEMENT BETWEEN GUTTER FLOW LINES: Due to topography, it will be necessary at times that the curbs on a street be placed at different elevations.

## 2.12 STRAIGHT CROWN STREETS

Storm water flow in a street having a straight crown slope may be expressed as follows:

$$Q = 0.56 \frac{Z}{n} S^{1/2} Y^{8/3} \quad (\text{Equation 1})$$

- “Q” is quantity of gutter flow in cubic feet per second.
- “Z” is the reciprocal of the crown slope.
- “n” is the coefficient of roughness as used in Manning's Equation; a value of 0.0175 was used.
- “S” is the longitudinal slope of the street gutter in feet per foot.
- “Y” is the depth of flow in the gutter at the curb in feet.

This formula is an expression of Manning's Equation as referenced in Highway Research Board Proceedings, 1946, Page 150, Equation 14.

Based on this equation, FIGURE 3 was prepared and inlet design calculations, as explained elsewhere, were made.

### 2.13 PARABOLIC CROWN STREETS

FIGURES 4 and 5 show the capacity of gutters in streets with parabolic crowns. The following formulas can be used for determining the gutter capacity or refer to the figures for solution.

$$Q = \frac{1.486 AR^{2/3} S^{1/2}}{n} \quad (\text{Equation 2})$$

$$R = \frac{A}{P} \quad (\text{Equation 3})$$

$$A = \frac{W_o C_o}{2} - \frac{8 C_o}{W_o^2} \int_0^{\frac{W_o}{2}} X^2 dx \quad (\text{Equation 4})$$

- "Q" is quantity of gutter flow in cubic feet per second.
- "n" is the coefficient of roughness; a value of 0.0175 was used.
- "A" is the cross section flow area in square feet.
- "R" is the hydraulic radius in feet.
- "S" is the longitudinal slope of the street gutter in feet per foot.
- "P" is the wetted perimeter in feet.
- "W<sub>o</sub>" is the width of the street in feet.
- "C<sub>o</sub>" is the crown height of the street in feet.

As discussed in Section III, CRITERIA AND DESIGN PROCEDURES, it may, at times, be necessary for one curb to be at a different elevation than the opposite curb due to the topography. Where parabolic crowns are involved, the gutter capacities will vary radically as one curb becomes higher or lower. The maximum vertical displacement values shown in FIGURES 4 and 5 were developed based on a minimum depth of flow in the high gutter of approximately two inches.



## 2.14 ALLEY CAPACITY

FIGURE 6, CAPACITY OF ALLEY SECTIONS, was prepared based on solution of Manning's Equation:

$$Q = \frac{(1.486)}{n} (AR^{2/3}) (S^{1/2}) \quad (\text{Equation 2})$$

- "Q" is the alley capacity, flowing full, in cubic feet per second.
- "n" is the coefficient of roughness; a value of 0.0175 was used.
- "A" is the cross section flow area in square feet.
- "R" is the hydraulic radius in feet.
- "S" is the longitudinal slope in feet per foot.

## 2.15 INLET CAPACITY CURVES

The primary objective in developing the curves shown in FIGURES 8 through 22 was to provide the Engineer with a direct method for sizing inlets which would yield answers within acceptable accuracy limits.

## 2.16 RECESSED AND STANDARD CURB OPENING INLETS ON GRADE

The basic curb opening inlet capacity curves, FIGURES 8 through 12, Recessed and Standard Curb Opening Inlets on Grade, were based upon solution of the following equation:

$$L = \frac{Q (H_1 - H_2)}{(H_1^{5/2} - H_2^{5/2}) (.70)} \quad (\text{Equation 6})$$

- "L" is the length of inlet, in feet, required to intercept the gutter flow.
- "Q" is the gutter flow in cubic feet per second.
- "H<sub>1</sub>" is the depth of flow, in feet, in the gutter approaching the inlet plus the inlet depression, in feet.
- "H<sub>2</sub>" is the inlet depression, in feet.

This is an empirical equation from "Hydraulic Manual", Texas Highway Department, dated September 1970. The data from solution of this equation was used to plot the curves shown on FIGURES 8 through 12.

## 2.17 RECESSED AND STANDARD CURB OPENING INLETS AT LOW POINT

FIGURE 13, Recessed and Standard Curb Opening Inlets at Low Point, was plotted from the solution of the following equation:

$$Q = 3.087 L h^{3/2} \quad (\text{Equation 7})$$

- "Q" is the gutter flow in cubic feet per second.
- "L" is the length of inlet, in feet, required to intercept the gutter flow.
- "h" is the depth of flow, in feet, at the inlet opening. This is the sum of the depth of the flow in the gutter,  $y_o$ , plus the depth of the inlet depression.

This equation expresses the capacity of a rectangular weir and is referenced in "The Design of Storm Water Inlets," dated June 1956, The John Hopkins University.

The calculated inlet capacities were reduced by ten percent of the preparation of FIGURE 13 due to the tendency of inlets at low points to clog from the collection of debris at their entrance.

## 2.18 COMBINATION INLET ON GRADE

FIGURES 14 through 16, Combination Inlet on Grade, were prepared based on the length of grade in feet,  $L_o$ , required to capture the portion of the gutter flow which crosses the upstream side of the grade and on the length of grate in feet,  $L'$ , required to capture the outer portion of gutter flow. The figures were prepared with the solution of Equation 1 and the following equations:

$$L_o = 4v_o \left( \frac{Y_o}{g} \right)^{1/2} \quad (\text{Equation 8})$$

$$L' = 1.2 v_o \tan \theta_o \left( \frac{y_o - \tan^w \theta}{g} \right)^{1/2} \quad (\text{Equation 9})$$

$$q_2 = \frac{L' - L}{4} (g)^{1/2} \left( y_o - \frac{w}{\tan \theta_o} \right)^{3/2} \quad (\text{Equation 10})$$

$$q_3 = Q_o \left( 1 - \frac{L^2}{L_o^2} \right)^2 \quad (\text{Equation 11})$$

$$Q = Q_o - (q_2 + q_3) \quad (\text{Equation 12})$$

- $L_o$  = Length of grate required to capture 100% of all flow over grate in feet.
- $v_o$  = Gutter velocity in feet per second.
- $y_o$  = Depth of gutter flow in feet.
- $g$  = Gravitational acceleration (32.2 feet per second per second).
- $L'$  = Length of grate required to capture the outer portion of the gutter flow in feet.
- $0_o$  = Crown slope of pavement.
- $w$  = Width of grate in feet.
- $q_2$  = Carry-over flow in c.f.s. outside of the grate.
- $L$  = Length of grate in feet.
- $q_3$  = Carry-over flow in c.f.s. over the grate.
- $Q_o$  = Gutter flow in c.f.s.
- $Q$  = Capacity of grate inlet in c.f.s.

These equations are from "The Design of Storm Water Inlets," The John Hopkins University, June 1956.

## 2.19 COMBINATION INLET AT LOW POINT

FIGURE 20, Combination Inlet at a Low Point, was prepared based on the inlet having a capacity equal to 90 percent of the quantity derived from solution of Equation 7 (Paragraph 2.17) and 70 percent of the quantity derived from solution of the following Equation 13:

$$Q = 3.087 Lh^{3/2} \quad \text{(Equation 7)}$$

$$Q = 0.6A\sqrt{2gh} \quad \text{(Equation 13)}$$

- "Q" is the gutter flow in cubic feet per second.
- "A" is the net cross section area, in square feet, of the grate opening.
- "g" is gravitational acceleration (32.2 feet per second per second).
- "h" is the head, in feet on the grate.

## **2.20 GRATE INLET ON GRADE**

FIGURES 16 through 19, Grate Inlet on Grade, were prepared based on the solution of Equations 1, 8, 9, 10, 11, and 12 as described in Paragraph 2.18, and with the assumption that the inlet was located in a curbed gutter. Grate Inlet on Grade shall only be used with the approval of the City Engineer.

## **2.21 GRATE INLET AT LOW POINT**

FIGURE 21, Grate Inlet at Low Point, was prepared on the inlet having a capacity of 50 percent of the quantity derived from solution of Equation 13 as shown above. While this particular inlet capacity may appear to be considerable less than would be expected, it has been calculated based on observed clogging effects, primarily due to paper. The velocity of the gutter flow across the same inlet on grade tends to clear the grate openings. Grate Inlet at Low Point shall only be used with the approval of the City Engineer.

## **2.22 DROP INLET AT LOW POINT**

FIGURE 22, Drop Inlet at Low Point, was prepared based on solution of Equation 7 as previously referenced, using a ten percent reduction in capacity due to clogging.

## **2.23 HYDRAULIC DESIGN OF CLOSED CONDUITS**

All closed conduits shall be hydraulically designed through the application of Manning's Equation expressed as follows:

$$Q = A V$$

$$Q = \left( \frac{1.486}{n} \right) \left[ AR^{2/3} \right] \left[ S_f^{1/2} \right]$$

$$R = \frac{A}{P}$$

- “Q” is the flow in cubic feet per second.
- “A” is the cross sectional area of the conduit in square feet.
- “V” is the velocity of flow in the conduit in feet per second.

- “n” is the roughness coefficient of the conduit.
- “R” is the hydraulic radius, which is the area (“A”) of flow divided by the wetted perimeter (“P”).
- “S<sub>f</sub>” is the friction slope of the conduit in feet per foot.
- “P” is the wetted perimeter.

## **2.24 VELOCITY IN CLOSED CONDUITS**

Storm sewers should operate within certain velocity limits to prevent excessive deposition of solids due to low velocities and to prevent invert erosion and undesirable outlet conditions due to excessively high velocity. A minimum velocity of 2.5 feet per second and a maximum velocity of 12 feet per second shall be observed.

## **2.25 ROUGHNESS COEFFICIENTS FOR CLOSED CONDUITS**

Roughness coefficients are directly related to construction procedures. When alignment is poor and joints have not been properly assembled, extreme head losses will occur. Coefficients used in this manner are related to construction procedures and assume that the pipe will be manufactured with a consistently smooth surface.

## **2.26 MINOR HEAD LOSSES IN CLOSED CONDUITS**

The basic equation for calculation of minor head losses at manholes and bends in closed conduits is as follows:

$$h_j = K_j \frac{V^2}{2g}$$

- “h<sub>j</sub>” is head loss in feet.
- “K<sub>j</sub>” is coefficient of loss
- “V” is velocity in feet per second in conduit immediately downstream of point of loss.
- “g” is gravitation acceleration (32.2 feet per second per second).

The basic equations for calculation of minor head losses at wye branches (lateral connections to main storm sewer line) and pipe size change are as follows:

$$h_j = \frac{V_2^2 - V_1^2}{2g} \quad \text{Where } V_1 < V_2$$

$$h_j = \frac{V_2^2 - V_1^2}{4g} \quad \text{where } V_2 < V_1$$

- "h<sub>j</sub>" is head loss in feet
- "V<sub>2</sub>" is the downstream velocity in feet per second
- "V<sub>1</sub>" is the upstream velocity in feet per second
- "g" is gravitational acceleration (32.2 feet per second per second)

## 2.27 HYDRAULIC DESIGN OF OPEN CHANNELS

Channel design involves the determination of a channel cross section required to convey a given design flow. The two methods outlined in this manual may be used for analysis of an existing channel or for the design of a proposed channel.

## 2.28 ANALYSIS OF EXISTING CHANNELS

The analysis of the carrying capacity of an existing channel is an application of Bernoulli's energy equation, which is written:

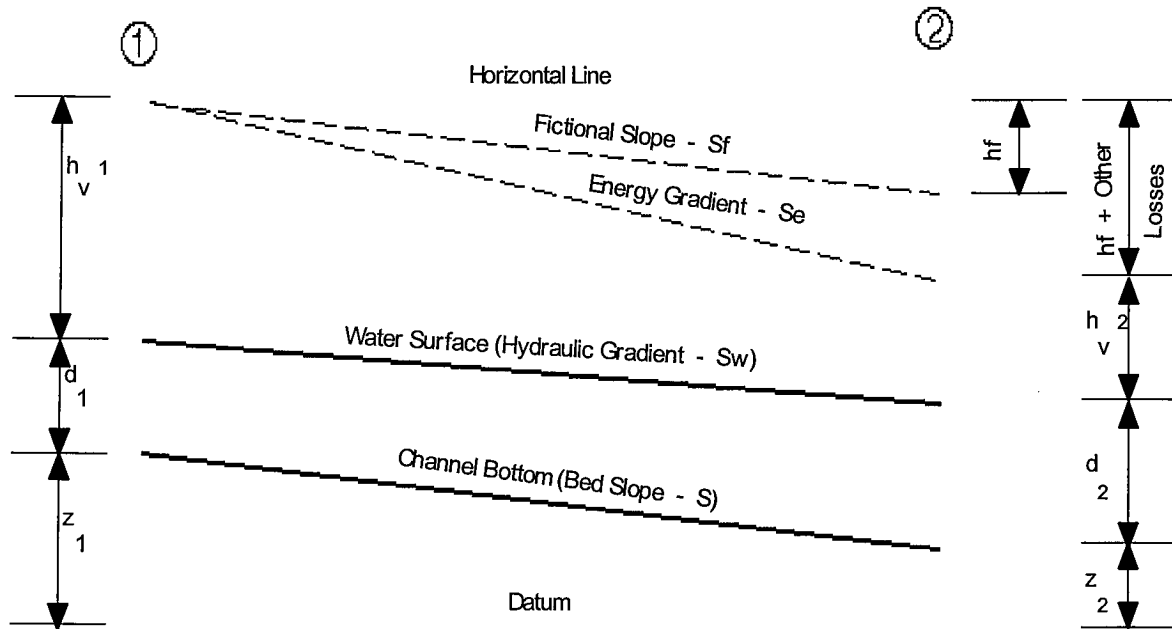
$$Z_1 + d_1 + h_{v1} = Z_2 + d_2 + h_{v2} + h_f + \text{other losses}$$

where

- "Z<sub>1</sub>" and "Z<sub>2</sub>" is the streambed elevation with respect to a given datum at upstream and downstream sections, respectively.
- "d<sub>1</sub>" and "d<sub>2</sub>" is depth of flow at upstream and downstream sections, respectively.
- "h<sub>v1</sub>" and "h<sub>v2</sub>" is velocity head of upstream and downstream sections, respectively.
- "h<sub>f</sub>" is friction head loss.

Other losses such as eddy losses are estimated as 10 percent of the friction head loss where the quantity h<sub>v2</sub> minus h<sub>v1</sub> is positive and 50 percent thereof when it is negative. Bend losses are disregarded as an unnecessary refinement.

Bernoulli's energy equation is illustrated in graphic form as shown below.



The basic equations involved are:

$$Q = A V$$

$$h_v = \frac{V^2}{2g}$$

and Manning's Equation:

$$Q = \frac{1.486}{n} AR^{2/3} S^{1/2}$$

which is defined elsewhere in this chapter.

The friction head can be determined by using Manning's Equation in terms of the friction slope  $S_f$  where:

$$S_f = \left( \frac{Q_n^2}{1.486 AR^{2/3}} \right)$$

thus giving the total friction head

$$h_f = L \left( \frac{S_{f1} + S_{f2}}{2} \right)$$

using the respective properties of Sections 1 and 2 for the calculation of  $S_{f1}$  and  $S_{f2}$ .

The velocity head  $h_v$  is found by weighing the partial discharges for each subdivision of the cross section, i.e.,

$$h_v = \frac{V_s^2}{2g} \frac{Q_s}{Q}$$

where

- "V<sub>s</sub>" is velocity in subsection of the cross section.
- "A<sub>s</sub>" is area of the subsection of the cross section.
- "Q<sub>s</sub>" is discharge in the subsection of the cross section.
- "V<sub>s</sub>" is  $\frac{Q_s}{A_s}$

When severe constrictions occur the Momentum Equation may be required in determination of losses.

## 2.29 DESIGN OF IMPROVED CHANNELS

The hydraulic characteristics of improved channels are to be determined through the application of Manning's Equation as previously defined. In lieu of Manning's Equation a HEC-2 or HEC-RAS (Water Surface Profile) computer analysis can be utilized. The City, at its option, can require the use of a Computer Analysis in lieu of Manning's Equation. The HEC Computer Programs are available from the U.S. Army Corps of Engineers. The Hydrologic Engineering Center; 609 Second Street, Davis, California 95616, 916/440-2105 or can be downloaded from the Internet. User friendly versions are available from a number of vendors.



### **2.30 CONCRETE BOX AND PIPE CULVERTS**

The design theory outlined herein is a modification of the method used in the hydraulic design of concrete box and pipe culverts as discussed in Department of Commerce Hydraulic Engineering Circular No. 5 entitled "Hydraulic Charts for the Selection of Highway Culverts" dated December 1965.

The hydraulic capacity of culverts is computed using various factors and formulas. Laboratory tests and field observations indicate culvert flow may be controlled either at the inlet or outlet. Inlet control involves the culvert cross sectional area, the ponding of headwater at the entrance and the inlet geometry. Outlet control involves the tailwater elevation in the outlet channel, the slope of the culvert, the roughness of the surface and length of the culvert barrel.

### **2.31 CULVERTS FLOWING WITH INLET CONTROL**

Inlet control means that the discharge capacity of a culvert is controlled at the culvert entrance by the depth of the headwater and entrance geometry including the barrel shape and cross sectional area, and the type of inlet edge. Culverts flowing with inlet control can flow as shown on FORM "F", Case I (inlet not submerged) or as shown on FORM "F", Case II (inlet submerged).

Nomographs for determining culvert capacity for inlet control as shown on FIGURES 25 and 26. These nomographs were developed by the Division of Hydraulic Research, Bureau of Public Roads from analysis of laboratory research reported in National Bureau of Standards Report No. 4444, entitled "Hydraulic Characteristics of Commonly Used Pipe Entrances", by John L. French, and "Hydraulics of Conventional Highway Culverts", by H. G. Bossy. Experimental data for box culverts with headwalls and wingwalls were obtained from an unpublished report of the U. S. Geological Survey.

### **2.32 CULVERTS FLOWING WITH OUTLET CONTROL**

Culverts flowing with outlet control can flow full as shown on FORM "F", Case III (outlet submerged), or part full for part of the barrel, as shown on FORM "F", Case IV (outlet not submerged).

The culvert is designed so that the depth of headwater, which is the vertical distance from the upstream culvert flow line to the elevation of the ponded water surface, does not encroach on the allowable freeboard during the design storm.

Headwater depth, HW, can be expressed by a common equation for all outlet control conditions:

$$HW = H + h_o - L (S_o)$$

- "HW" is headwater depth in feet.
- "H" is the head or energy required to pass a given discharge through a culvert.
- "h<sub>o</sub>" is the vertical distance from the downstream culvert flow line to the elevation from which H is measured, in feet.
- "L" is length of culvert in feet.
- "S<sub>o</sub>" is the culvert barrel slope in feet per foot.

The head, H, is made up of three parts including the velocity head, exit loss, H<sub>v</sub>, an entrance loss, H<sub>e</sub>, and a friction loss, H<sub>f</sub>. This energy is obtained from ponding of water at the entrance and is expressed as:

$$H = H_v + H_e + H_f$$

- "H" is head or energy in feet of water.
- "H<sub>v</sub>" is  $\frac{V^2}{2g}$  where V is average velocity in culvert or  $\frac{Q}{A}$
- "H<sub>e</sub>" is K<sub>e</sub>  $\frac{V^2}{2g}$  where K<sub>e</sub> is entrance loss coefficient
- "H<sub>f</sub>" is energy required to overcome the friction of the culvert barrel and expressed as:

$$H_f = \frac{29.2 n^2 L}{R^{1.33}} \frac{V^2}{2g} \text{ where}$$

- "n" is the coefficient of roughness (See TABLE 5).
- "L" is length of culvert barrel in feet.

- “V” is average velocity in the culvert in feet per second.
- “g” is gravitational acceleration (32.2 feet per second per second).
- “R” is hydraulic radius in feet.

Substituting into previous equation:

$$H = \frac{V^2}{2_g} + K_e \frac{V^2}{2_g} + \left[ \frac{29.2_n^2 L}{R^{1.33}} \right] \frac{V^2}{2_g}$$

and simplifying:

$$H = \left[ 1 + K_e + \frac{29.2_n^2 L}{R^{1.33}} \right] \frac{V^2}{2_g} \quad \text{for full flow}$$

This equation for H may be solved using FIGURES 27 and 28.

For various conditions of outlet control flow,  $h_o$  is calculated differently. When the elevation of the water surface in the outlet channel is equal to or above the elevation of the top of the culvert opening at the outlet,  $h_o$  is equal to the tailwater depth or:

$$h_o = TW$$

If the tailwater elevation is below the top of the culvert opening at the outlet,  $h_o$  is the greater of two values: (1) Tailwater, TW, as defined above or (2)  $d_c + D/2$  where  $d_c$  = critical depth. The critical depth,  $d_c$ , for box culverts may be obtained from FIGURE 29 or may be calculated from the formula:

$$d_c = 0.315 \left( \frac{Q}{B} \right)^{2/3}$$

- “ $d_c$ ” is critical depth for box culvert in feet.
- “Q” is discharge in cubic feet per second.
- “B” is bottom width of box culvert in feet.

The critical depth for circular pipes may be obtained from FIGURE 30 or may be calculated by trial and error. Charts developed by the Bureau of Public Roads may be used for determining the critical depth. Try values of D, A and  $d_c$  which will satisfy the equation:

$$\frac{Q^2}{g} = \frac{A^3}{D}$$

- “ $d_c$ ” is critical depth for pipe in feet.
- “Q” is discharge in cubic feet per second.
- “D” is diameter of pipe in feet.
- “g” is gravitational acceleration (32.2 feet per second per second).
- “A” is the cross sectional area of the trial critical depth of flow.

The equation is applicable also for trapezoidal or irregular channels, in which instances "D" becomes the channel top width in feet.

### 2.33 **BRIDGES**

Once a design discharge and the depth of flow have been established, the size of the bridge opening may be determined.

Specific effects of columns and piers may usually be neglected in the hydraulic calculations for determination of bridge openings. This is based on the assumption that all bents will be placed parallel to the direction of flow. Only in extenuating circumstances would it be desirable for bents to be placed at an oblique angle to the flow.

The basic hydraulic calculations involved in the hydraulic design involve solution of the following:

$$V = \frac{Q}{A}$$

- “V” is the average velocity through the bridge in feet per second.
- “Q” is the flow in cubic feet per second.

- "A" is the actual flow area through the bridge in square feet.

$$h_f = K_b \frac{V^2}{2g}$$

- "h<sub>f</sub>" is the head loss through the bridge in feet.
- "K<sub>b</sub>" is a head loss coefficient.
- "V" is the average velocity through the bridge in feet per second.
- "g" is gravitational acceleration (32.2 feet per second per second).

As can be seen from the above, the loss of head through the bridge is a function of the velocity head. The section of a head loss coefficient as recommended in Section III, CRITERIA AND DESIGN PROCEDURES, will determine the exact hydraulic conditions.

#### **2.34 DETENTION OF STORM WATER FLOW**

Detention systems shall be considered as a last resort and must be approved by the City. On ground detentions systems shall be for large land areas. Small areas will be required to utilize underground storage with pumping systems.

As land changes from undeveloped to developed conditions, the peak rates of runoff and the total volume of runoff usually increase. This increase is due to an overall increase in impervious area as the watershed changes to a fully developed condition.

The criteria used for the design of detention facilities are based on the concept that post-development peak flows should not exceed pre-development peak flows. In applying such a concept, it is necessary to consider peak flows from a number of different design storms. By considering a range of design storms, it is possible to design an outlet system to limit the discharge from the detention facility and achieve the zero increase flow concept for a range of storms. Such a design will allow the detention system to achieve maximum effectiveness since both the more frequent and more severe storm events can be controlled.

A form of the Rational Method should be used to calculate inflow volumes from areas less than 50 acres. A form of the inflow hydrographs shall be used for areas of 50 acres or more. No reduction in the design storm frequency shall be considered when utilizing detention systems within the overall storm drainage design.

### **III - CRITERIA AND DESIGN PROCEDURES**

#### **3.1 GENERAL**

This section contains storm drainage design criteria and demonstrates the design procedures to be employed on drainage projects in the City of Ovilla.

Applicable forms which can be used for the design of various storm drainage facilities are contained in Section VIII of this manual and shall be part of the drainage submittal to the City. These tables shall be reproduced in the plans.

#### **3.2 RAINFALL**

In determining the estimated runoff from a special drainage area, it is necessary to predict the amount of rain, which can be expected. FIGURE 1, RAINFALL INTENSITY AND DURATION, has been prepared to graphically illustrate anticipated rainfall intensity for storm duration from 5 minutes to six hours for selected return frequencies and shall be used for determining rainfall rates as required. Maximum time for design shall be 20-minutes.

#### **3.3 DESIGN STORM FREQUENCY**

Each storm drainage facility, including street capacities, shall be designed to convey the runoff, which results from the 100-year design storm.

Drainage design requirements for open and closed systems shall provide protection for property during a 100-year Design Frequency Storm, with this projected flow carried in the streets and closed drainage systems in accordance with the following:

- a) **RESIDENTIAL STREETS**: Based on a transverse slope of a positive  $\frac{1}{4}$ " per foot behind the curb, the 100-year design storm frequency shall not exceed a depth of 1-inch over the top of curb. A maximum flow of 20 cfs will be allowed in each gutter or where gutter capacity is exceeded plus 1-inch. Bypass from upstream inlets shall not exceed 5 cfs through residential street intersections.
- b) **COLLECTOR STREETS**: Based on parkway slopes of a positive  $\frac{1}{4}$ " per foot behind the curb, the 100-year Design Frequency flows shall not exceed a depth of  $\frac{1}{2}$ " over the top of curb or where gutter capacity  $+\frac{1}{2}$ " is exceeded. A maximum flow of 20 cfs will be allowed

in each gutter or where gutter capacity  $+1/2''$  is exceeded. Bypass from upstream inlets shall not exceed 5 cfs through collector street inlets.

- c) MAJOR THOROUGHFARES: Based on a transverse slope of a positive  $1/4''$  per foot on the pavement, the 100-year Design Frequency flow shall not exceed the elevation of the lowest top of curb. A maximum of 35 cfs will be allowed in the street or where gutter capacity is exceeded. Bypass from upstream inlets shall be 0 cfs through major thoroughfare intersections.
- d) ALLEYS: The 100-year Design Frequency flows shall not exceed the capacity of the alley sections shown in FIGURE 6.
- e) EXCAVATED CHANNELS: Excavated channels shall have concrete pilot channels if deemed necessary by the City Engineer, for access or erosion control as outlined below. All excavated channels shall have a design water surface as outlined in 3.06 and be in accordance with FIGURE 24, Type II. Concrete lined channels shall be not less than Type III shown in FIGURE 24.
- f) MINIMUM LOT AND FLOOR ELEVATIONS: Minimum lot and floor elevations shall be established as follows:
  - i) Lots abutting a natural or excavated channel shall have a minimum elevation for the buildable area of the lot at least at the highest elevation of the drainage floodway easement described in (g) Easements.
  - ii) Any habitable structure on property abutting a natural or excavated channel shall have a finished floor elevation at least 2-feet above the 100-year design storm or F.I.A. floodway elevation, whichever is greater.
  - iii) Where lots do not abut a natural or excavated channel, minimum floor elevations shall be a minimum of 1-foot above the street curb or edge of alley; whichever is lower, unless otherwise approved by the City Engineer.
- g) EASEMENTS: Drainage and floodway easements shall be provided for all open channels. Drainage and floodway easements for storm sewer pipe shall not be the outside diameter of the conduit plus 10-feet with the minimum being 15 feet, and easement width for open or

lined channels shall be at least 20 feet wider than the top of the channel, 15 feet of which shall be on one side to serve as an access for maintenance purposes.

- h) POSITIVE OVERFLOW: The approved drainage system shall provide for positive overflow at all Low Points. The term "Positive Overflow" means that when the inlets do not function properly or when the design capacity of the conduit is exceeded the excess flow can be conveyed overland along a paved course. Normally, this would mean along a street or alley but can require the dedication of special drainage easements on private property. Reasonable judgment should be used to limit the easements on private property to a minimum. In specific cases where the chances of substantial flood damages could occur, the City of Ovilla may require special investigations and designs by the design engineer.
- i) INLET DESIGN: Inlet spacing shall be in accordance with the design criteria contained in this manual, minimum 300 feet apart, or as required in Section 3.08, maximum length of inlets at one location shall not exceed 20 feet each side of street without prior approval from the City Engineer.
- j) CULVERTS AND BRIDGES: All drainage structures shall be designed to carry the 100-year Design Frequency flow. Bridges and culverts shall be designed for a water surface elevation as outlined in 3.06. Two feet of freeboard is required for these structures.
- k) MINIMUM STREET OR ALLEY ELEVATIONS: Streets or alleys adjacent to an open channel shall be designed with an elevation not lower than 1-foot above the drainage and floodway easements defined in (g) above or as directed by the City Engineer.

### 3.4 DETERMINATION OF DESIGN DISCHARGE

The Rational Method for computing storm water runoff is to be used for hydraulic design of facilities serving a drainage area of less than 600 acres. For drainage areas of more than 600 acres and less than 1200 acres, the runoff shall be calculated by both the Rational Method and the Unit Hydrograph Method with the larger of the two values being used for hydraulic design. For drainage areas larger than 1200 acres the runoff shall be calculated by the Unit Hydrograph Method, or as outlined in 3.06 (l).



In lieu of the Unit Hydrograph Method a HEC-1 (Flood Hydrograph) Computer Analysis can be utilized. The City at its option can require the use of HEC-1 Computer Analysis in lieu of the unit Hydrograph Method. The HEC-1 Computer Program is available from the U.S. Army Corps of Engineers, the Hydrologic Engineering Center, 609 Second Street, Davis, California 95616, 916/440-2105 or can be downloaded from their Internet site. User-friendly versions are available from a number of vendors.

### **3.5 RUNOFF COEFFICIENTS AND TIME OF CONCENTRATION**

Runoff coefficients, as shown in TABLE 1, shall be used, based on total development under existing land zoning regulations. Where land uses other than those listed in TABLE 1 are planned, a coefficient shall be developed utilizing values comparable to those shown.

Times of concentration shall be computed based on the minimum inlet times shown in TABLE 1.

### **3.6 CRITERIA FOR CHANNELS, BRIDGES AND CULVERTS**

Discharge flows and water surface elevations shall be based on the City's design criteria for the 100-year design storm frequency with 2-feet of freeboard. Where a unit hydrograph is used to determine the design flows, Coefficients for "Ct" and "C<sub>p640</sub>" should be as shown in Table 2.

### **3.7 PROCEDURE FOR DETERMINATION OF DESIGN DISCHARGE**

A standard form, STORM WATER RUNOFF CALCULATIONS, FORM A, is included in the Section VIII to record the data used in various drainage area calculations. In general, this form will be used in calculation of runoff for design of open channels, culverts and bridges. Explanation for use of this form is included in the Section VIII.

### **3.8 FLOW IN GUTTERS AND INLET DESIGN**

Unless there are specific agreements to the contrary prior to beginning design of the particular storm drainage project, the City of Ovilla requires a storm drain conduit to begin, and consequently the first inlet to be located, at the point where the street gutter flows full based upon the appropriate design storm frequency. If, in the opinion of the City Engineer, the flow in the gutter would be excessive under these conditions, then direction will be given to extending the storm sewer to a point where the gutter flow can be intercepted by more reasonable inlet locations.

### **3.9 CAPACITY OF STRAIGHT CROWN STREETS**

FIGURE 3, CAPACITY OF TRIANGULAR GUTTERS, applies to all width streets having a straight cross slope varying from 1/8-inch per foot to 1/2" per foot which are the minimum and maximum allowable slopes. Cross slopes other than 1/4" per foot shall not be used without prior approval from the City Engineer.

### **3.10 CAPACITY OF PARABOLIC CROWN STREETS**

FIGURES 4 and 5, CAPACITY OF PARABOLIC GUTTERS, apply to streets with parabolic crowns.

### **3.11 STREET INTERSECTION DRAINAGE**

The use of surface drainage to convey storm water across a street intersection is subject to the following criteria:

- a) A major thoroughfare shall not be crossed with surface drainage unless approved by the City Engineer.
- b) Wherever possible, a collector street shall not be crossed with surface drainage.
- c) Wherever possible, a residential street shall not be crossed with surface drainage in excess of 5 cfs.
- d) At any intersection, only one street shall be crossed with surface drainage and this shall be the lower classified street.

### **3.12 ALLEY CAPACITIES**

FIGURE 6 is a nomograph to allow determination for the storm drain capacity of various standard alley sections. In residential areas where the standard 10-foot wide alley section capacity is exceeded, a wider alley may be used to provide storm drain capacity.

As can be seen on FIGURE 6, the 20-foot wide alley section has the largest storm drain capacity. Curbs shall not be added to alleys to increase the capacity unless approved by the City Engineer. Where a particular width alley is required, such as a 12-foot width, a wider alley, such as a 16-foot width, may be required for greater capacity. Approximate increases in

right-of-way widths will be necessary. Alley capacities are calculated to allow the entire alley right-of-way to carry the flow, 2½" above paving edge.

### 3.13 INLET DESIGN

FIGURE 7, STORM DRAIN INLETS, is a tabulation for the various types and sizes of inlets and their prescribed uses.

The information in FIGURE 7 and the general requirements of beginning the storm drain conduit where the street gutter capacity is reached will furnish the information necessary to establish inlet locations.

FIGURES 8 through 21 shall be used to determine the capacity of specific inlets under various conditions.

In using the graphs for selection of inlet sizes, care must be taken where the gutter flow exceeds the capacity of the largest available inlet size. This is illustrated with the following example.

**Known:** Major Street, Type D  
Pavement Width = 24 Feet  
Gutter Slope = 1.00%  
Pavement Cross Slope = 1/4-inch/1 Foot  
Gutter Flow = 11 cfs

**Find:** Length of Inlet Required ( $L_i$ )

**Solution:** Refer to FIGURE 8  
Enter Graph at cfs  
Intersect Slope = 1.00%  
Read  $L_i$  = 16.9 Feet  
DO NOT USE 14-FOOT INLET IN COMBINATION WITH 4-FOOT INLET  
Enter Graph at  $L_i$  = 14 Feet  
Intersect Slope = 1.00%  
Read  $Q$  = 8.8 cfs  
Enter Graph at  $L_i$  = 4  
Intersect Slope = 1.00%  
Read  $Q$  = 1.9 cfs

Therefore, the two inlets have a total capacity of 10.7 cfs, which is less than the gutter flow of 11 cfs.

#### USE TRIAL AND ERROR SOLUTION

Try 12-Foot Inlet plus 6-Foot Inlet

Enter Graph at  $L_i = 12$  Feet

Intersect Slope = 1.00%

Read  $Q = 7.3$  cfs

Enter Graph at  $L_i = 6$  Feet

Intersect Slope = 1.00%

Read  $Q = 3.1$  cfs

The two inlets have a capacity of 10.4 cfs, which is less than the gutter flow.

Try two 10-foot Inlets

Enter Graph at  $L_i = 10$  Feet

Intersect Slope = 1.00%

Read  $Q = 5.7$

$\times 5.7 = 11.4$  cfs capacity which is equal to the gutter flow.

Use either two 10-foot inlets or other suitable combinations; whichever will best fit the physical conditions. Consideration should be given to alternate inlet locations or extension of the system to alleviate the problem of multiple inlets at a single location.

Inlets shall be sized to intercept all flow in the approaching gutter. In cases where the selection of particular size inlet would result in intercepting in excess of 90% of the gutter flow, consideration may be given to such an inlet on a minor or secondary street.

### 3.14 **PROCEDURE FOR SIZING AND LOCATING INLETS**

In order that the design procedure for determining inlet locations and sizes may be facilitated, a standard form, INLET DESIGN CALCULATIONS, FORM B, has been included in the Section VIII together with an explanation of how to use the form. Minimum distance between inlets on streets, especially major thoroughfares, shall be 300 feet or as required in Section 3.08. Remainder to be collected offsite before flowing into street.

### 3.15 HYDRAULIC GRADIENT OF CONDUITS

A storm drainage conduit must have sufficient capacity to discharge a design storm with a minimum of interruption and inconvenience to the public using streets and thoroughfares. The size of the conduit is determined by accumulating runoff from contributing inlets and calculating the slope of a hydraulic gradient from Manning's Equation:

$$S = \left[ \frac{Qn}{1.486 AR^{2/3}} \right]^2$$

Beginning at the upper most inlet on the system a tentative hydraulic gradient for the selected conduit size is plotted approximately 2 feet below the gutter between each contributing inlet to insure that the selected conduit will carry the design flow at an elevation below the gutter profile. As the conduit size is selected and the tentative hydraulic gradient is plotted between each inlet pickup point, a head loss due to a change in velocity and pipe size must be incorporated in the gradient profile. (See Table 6 for VELOCITY HEAD COEFFICIENTS FOR CLOSED CONDUITS.)

Also at each point where an inlet lateral enters the main conduit the gradient must be sufficiently low to allow the hydraulic gradient in the inlet to be below the gutter grade.

At the discharge end of the conduit (generally a creek or stream) the hydraulic gradient of the creek for the design storm (100-year) must coincide with the gradient of the storm drainage conduit and an adjustment is usually required in the tentative conduit gradient and, necessarily, the initial pipe selection could also change. The hydraulic gradient of the creek or stream for the design storm can be calculated by use of the HEC-2 or HEC-RAS Computer Program.

Concrete pipe conduit shall be used to carry the stormwater, a flow chart, Figure 23, based on Manning's Equation may be used to determine the various hydraulic elements including the pipe size, the hydraulic gradient and the velocity.

With the hydraulic gradient established, considerable latitude is available for establishment of the conduit flow line. The inside top of the conduit must be at or below the hydraulic gradient thus allowing the conduit to be lowered where necessary. The hydraulic gradient for the storm sewer line and associated laterals shall be plotted directly on the construction plan profile worksheet and adjusted as necessary.

There will be hydraulic conditions that cause the conduits to flow partially full and where this occurs, the hydraulic gradient should be shown at the inside crown (soffit) of the conduit. This procedure will provide a means for conservatively selecting a conduit size, which will carry the flood discharge.

### **3.16 VELOCITY IN CLOSED CONDUITS**

TABLE 3 is a tabulation of minimum pipe grades, which will produce a velocity of not less than 2.5 fps when flowing full. Grades less than those shown will not be allowed. Only those pipe sizes shown in TABLE 3 should be used in designing pipe storm sewer systems.

TABLE 4 shows the maximum allowable velocities in closed conduits.

### **3.17 ROUGHNESS COEFFICIENTS FOR CONDUITS**

Recommended values for the roughness coefficient "n" are tabulated in TABLE 5. Where engineering judgment indicates values other than those shown should be used, special note of this variance should be taken and the appropriate adjustments made in the calculations.

### **3.18 MINOR HEAD LOSSES**

The values of  $K_j$  to be used are tabulated for various conditions in TABLE 6. In designing storm sewer systems, the head losses that occur at points of turbulence shall be computed and reflected in the profile of the hydraulic gradient.

### **3.19 PROCEDURE FOR HYDRAULIC DESIGN OF CLOSED CONDUITS**

STORM SEWER CALCULATIONS, FORM C, has been included in the Section VIII, together with explanation for its use to facilitate the hydraulic design of a storm sewer.

### **3.20 OPEN CHANNELS**

Open channels are to be used to convey storm waters where closed conduits are not justified. Consideration must be given to such factors as relative location to streets, schools, parks and other areas subject to frequent pedestrian use as well as basic economics.

Type II Channel Figure 24 is an improved section recommended for use where larger storm flows are to be conveyed or where the grade creates a velocity under 2-feet per second. The concrete flume in the channel bottom is to be used as a maintenance aid. The indicated width

of the flumes is a minimum width and as the width of the channel increases, the required width of the flume may be increased.

Type III Channel, Figure 24, is a concrete lined section to be used for large flows in higher valued property areas and where exposure to pedestrian traffic is limited.

Where a recommended side slope and a maximum side slope are shown on a channel section, the Engineer shall use the recommended slope unless prior approval has been obtained from the City of Ovilla or soil conditions required a flatter slope.

The most efficient cross section of an open channel, from a hydraulic standpoint, is the one which, with a given slope, area and roughness coefficient, will have the maximum capacity. This cross section is the one having the smallest wetted perimeter. There are usually practical obstacles to using cross sections of the greatest hydraulic efficiency, but the dimensions of such sections should be considered and adhered to as closely as conditions will allow.

Landscaping is intended to protect the channel right-of-way from erosion, as well as present an aesthetically pleasing view. The Engineer shall include in his plans the type of grass and placement to be furnished. Full coverage of grass must be established prior to acceptance by the City.

Erosion and sediment control shall be included in the design and shown on the construction plans. These controls shall meet EPA requirements.

Design water surface shall be as shown on Figure 24 and as outlined in 3.06. Floodway easements shall be provided as shown in 3.03(g).

Special care must be taken at entrances to closed conduits, such as culverts, to provide for the headwater requirements. These calculations and the required explanations are included in Paragraph 3.32, PROCEDURE FOR HYDRAULIC DESIGN OF CULVERTS.

On all channels the water surface elevations, which may be assumed as coincident with the hydraulic gradient, shall be calculated and shown on the construction plans. One exception to the water surface coinciding with the hydraulic gradient would be in supercritical flow, which generally is not encountered in this geographical area. Designs utilizing supercritical flow should be discussed with the City of Ovilla in the preliminary stages of design.

Hydraulic calculations for Type I Channels Figure 24 shall be made as outlined on FORM "D". This procedure is applicable to a stream with an irregular channel and utilizes Bernoulli's Energy Equation to establish the water surface elevations at succeeding points along the channel.

Hydraulic calculations for Types II and III Channels shall be made as outlined on FORM "E".

In general, the use of existing channels in their natural condition or with a minimum of improvement and with reasonable safety factors is encouraged.

### **3.21 TYPES OF CHANNELS**

FIGURE 24 illustrates the classifications and geometrics of various channel types, which are to be used wherever possible.

Type I Channel is to be used when the development of land will allow. It is intended to be left as nearly as possible in its natural state with improvements primarily limited to those which will allow the safe conveyance of storm waters, minimize public health hazards and make the flood plain usable for recreation purposes. In some instances it may be desirable to remove undergrowth.

### **3.22 QUANTITY OF FLOW**

In the design of open channels it is usually necessary that quantities of flow be estimated for several points along the channel. These are locations where recognized discharge points enter the channel and the flows are calculated as previously outlined under "Determination of Design Discharge."

### **3.23 CHANNEL ALIGNMENT AND GRADE**

While it is recognized that channel alignments must necessarily be controlled primarily by existing topography and right-of-way, changes in alignment should be as gradual as possible. Whenever practicable, changes in alignment should be made in sections with flatter grades.

Normally, the grade of channels will be established by existing conditions, such as an existing channel at one end and a storm sewer at the other end. There are times, however, when the grade is subject to modification, especially between controlled points.



Whenever possible the grades should be sufficient to prevent sedimentation and should not be overly steep to cause excessive erosion.

For any given discharge and cross-section of channel, there is always a slope just sufficient to maintain flow at critical depth. This is termed critical slope and a relatively large change in depth corresponds to relatively small changes in energy. Because of this instability, slopes at or near critical values should be avoided.

Maximum allowable velocities are shown in TABLE 7. When the normal available grade would cause velocities in excess of the maximums, plans shall include details for any special structures required to retard this flow.

### **3.24 ROUGHNESS COEFFICIENTS FOR OPEN CHANNELS**

Roughness coefficients to be used in solving Manning's Equation are shown in TABLE 7, together with maximum allowable velocities.

### **3.25 PROCEDURE FOR CALCULATION OF WATER SURFACE PROFILE FOR UNIMPROVED CHANNELS**

FORM "D" included in Section VIII, together with the explanation for its use, shall be used for calculating a profile of the water surface along an unimproved channel. The HEC-2 or HEC-RAS Computer Program is an alternate method to the use of Form "D" and may be required by the City.

### **3.26 PROCEDURE FOR HYDRAULIC DESIGN OF OPEN CHANNELS**

FORM "E", included in Section VIII, together with the explanation for its use, shall be used in the design for open channels. The HEC-2 or HEC-RAS Computer Program is an alternate method to the use of Form "D" and may be required by the City.

### **3.27 HYDRAULIC DESIGN OF CULVERTS**

The function of a culvert or bridge is to pass storm water from the upstream side of a roadway to the downstream side without submerging the roadway or causing excessive backwater which flows upstream property.

The Engineer shall keep head losses and velocities within reasonable limits while selecting the most economical structure. In general, this means selecting a structure which creates a headwater condition and has a maximum velocity of flow safely below the allowed maximums.

The vertical distance between the upstream design water surface and the roadway elevation should be maintained to provide a safety factor to protect against unusual clogging of the culvert and to provide a margin for future modifications in surrounding physical conditions. In general, a minimum of two feet shall be considered reasonable when the structure is designed to pass a design storm frequency of 100 years calculated by Ovilla's criteria. Unusual surrounding physical conditions may be cause for an increase in this requirement.

### **3.28 CULVERT HYDRAULICS**

In the hydraulic design of culverts an investigation shall be made of four different operating conditions, all as shown on FORM "F". It is not necessary that the Engineer know prior to the actual calculations which condition of operation (Case I, II, III or IV) exists. The calculations will make this known.

Case I operation is a condition where the capacity of the culvert is controlled at the inlet with the upstream water level at or below the top of the culvert and the downstream water level below the top of the culvert.

Case II operation is also a condition where the capacity of the culvert is controlled at the inlet with the upstream water level above the top of the culvert with the downstream water level below the top of the culvert.

Case III operation is a condition where the capacity of the culvert is controlled at the outlet with the upstream and downstream water levels above the top of the culvert.

Case IV operation is a condition where the capacity of the culvert is controlled at the outlet with the upstream water level above the top of the culvert and the downstream water level equal to one of two levels to be calculated.

### **3.29 QUANTITY OF FLOW**

The quantity of flow which the structure must convey shall be calculated in accordance with the Procedure for Determination of Design Discharge utilizing FORM "A".

### **3.30 HEADWALLS AND ENTRANCE CONDITIONS**

Headwalls are used to protect the embankment from erosion and the culvert from displacement. The headwalls, with or without wingwalls and aprons, shall be constructed in accordance with the standard drawings as required by the physical conditions of the particular installation.

In general, straight headwalls should be used where the approach velocities in the channel are below 6 feet per second, where headwater pools are formed and where no downstream channel protection is required. Headwalls with wingwalls and aprons should be used where the approach velocities are from 6 to 12 feet per second and downstream channel protection is desirable.

Special headwalls and wingwalls may be required where approach velocities are in excess of 12 to 15 feet per second. This requirements varies according to the axis of the approach velocity with respect to the culvert entrance.

A table of culvert entrance data is shown on FORM "F". The values of the entrance coefficient,  $K_e$ , are a combination of the effects of entrance and approach conditions. It is recognized that all possible conditions may not be tabulated, but an interpolation of values should be possible from the information shown. Where the term "round" entrance edge is used, it means a 6-inch radius on the exposed edge of the entrance.

### **3.31 CULVERT DISCHARGE VELOCITIES**

Velocities in culverts should be limited to no more than 15 feet per second, but downstream conditions very likely will impose more stringent controls. Consideration must be given to the effect of high velocities and turbulence on the channel, adjoining property and embankment. TABLE 8 is a tabulation of maximum allowable velocities based on downstream channel conditions.

### **3.32 PROCEDURE FOR HYDRAULIC DESIGN OF CULVERTS**

FORM "F", included in the Section VIII, together with the explanation for its use, shall be used for the hydraulic design of culverts.

### **3.33    HYDRAULIC DESIGN OF BRIDGES**

Wherever possible the proposed bridge should be designed to span a channel section equal to the approaching channel section. If a reduction in channel section is desired this should be accomplished upstream of the bridge and appropriate adjustments made in the hydraulic gradient.

Wherever possible bridges should be constructed to cross channels at a 90-degree angle, which normally will result in the most economical construction. Wherever the bridge structure is skewed the bents should be constructed parallel to the flow of water. Values of  $K_b$ , head loss coefficient, normally will vary from 0.2 to 0.5 with the exact value to be determined by an appraisal of the particular hydraulic conditions associated with the specific project. With a minimum of constriction and change in velocity, a clear span bridge would have a minimum coefficient. This would increase for a multispan bridge, skewed or with piers not placed perpendicular to the flow. The Bureau of Public Roads "Hydraulic of Bridge Waterways" should be used for determining the K coefficient.

In more complex bridge design such as long multiple spans and relief structures crossing an irregular channel section, the procedures outlined in the Texas Highway Department "Hydraulic Manual" or the Bureau of Public Roads "Hydraulics of Bridge Waterways", should be utilized.

A distance of 2 feet between the maximum design water surface and the lowest point of the bridge stringers shall be maintained.

### **3.34    QUANTITY OF FLOW**

The quantity of flow which the structure must convey shall be calculated in accordance with the Procedure for Determination of Design Discharge utilizing FORM "A". The HEC-1 Computer Program is an alternate method to the use of Form "A" and may be required by the City.

### **3.35    PROCEDURE FOR HYDRAULIC DESIGN OF BRIDGES**

FORM "G", included in the Section VIII, together with the explanation for its use, shall be used for the hydraulic design of bridges.

The Engineer should investigate several different bridge configurations on each project to determine the most economical that can be constructed within the velocity limitations and other criteria included in this manual.

### 3.36 PROCEDURE FOR FILLING IN A FLOOD PLAIN

Fill and development of floodplains, which is not unreasonably damaging to the environment is permitted where it will not create other flood problems. Following are the engineering criteria for fill requested:

- a) Alterations of the flood plain shall result in no increase in water surface elevation on other properties. No alteration of the channel or adjacent flood plain will be permitted which could result in any degree of increased flooding to other properties, adjacent, upstream, or downstream. Increased flood elevation could cause inundation and damage to areas not presently inundated by the "design flood". The "design flood" for a creek is defined by either the 100-year flood -- the flood having a one percent chance of being equaled or exceeded at least once in any given year -- or the maximum recorded flood, whichever results in the highest peak flood discharges. Streams on the Federal Insurance Rate Maps must be designed using the FIRM 100-year design or the City design, whichever is greater.
- b) Alterations of the flood plain shall not create an erosive water velocity on or off site. The mean velocity of stream flow at the down stream end of the site after fill shall be no greater than the mean velocity of the stream flow under existing conditions.

No alteration to the flood plain will be permitted which would increase velocities of flood waters to the extent that significant erosion of flood plain soils will occur either on the subject property or on other property up or downstream. Soil erosion results in loss of existing vegetation as well as augments destructive sedimentation downstream. Eventual public costs in channel improvements and maintenance (such as removal of debris and dredging of lakes) can be expected as a result. Staff's determination of what constitutes an "erosive" velocity will be based on analysis of the surface material and permissible velocities for specific cross-sections affected by the proposed alteration, using standard engineering tables as a general guide.

- c) Alterations of the flood plain shall be permitted only to the extent permitted by equal conveyance on both sides of the natural channel. Staff's calculation of the impact of the proposed alteration will be based on the "equal conveyance" principle in order to insure equitable treatment for all property owners. Under equal conveyance, if the City allows a change in the flood carrying capacity (capacity to carry a particular volume of water per unit of time) on one side of the creek due to a proposed alteration of the flood plain, it must also allow an equal change to the owner on the other side. The combined change in flood carrying capacity, due to the proposed alteration plus a corresponding alteration to the

other side of the creek, may not cause either an increase in flood elevation or an erosive velocity (Criteria 1 and 2) or violate the other criteria. Conveyance is mathematically expressed as  $KD = 1.486/n \cdot A R^{2/3}$  where  $n$  = Manning's friction factor,  $A$  = cross sectional area, and  $R$  = hydraulic radius.

- d) The toe of any fill slope shall parallel the natural channel to prevent an unbalancing of stream flow in the altered flood plain. If the alignment of the proposed fill slope departs from the contours of the natural flood plain, the flow characteristics of the floodwaters may be altered, causing possible damaging erosion and deposition in the altered flood plain. If the fill slope flows the natural channel, it will also tend to minimize the visual impact of the alteration.
- e) To insure maximum accessibility to the flood plain for maintenance and other purposes and to lessen the probability of slope erosion during periods of high water, maximum slopes of filled area shall usually not exceed 4 to 1. Vertical walls, terracing and other slope treatments will be considered only as a part of a landscaping plan submission and if no unbalancing of stream flow results. The purpose of the slope restrictions are to maintain stability and prevent erosion of the slopes, to ease maintenance (e.g. mowing) on the slopes themselves, and to provide accessibility to the areas below the slopes. Being more frequently inundated and therefore subject to greater hazard of erosion, cut slopes must be shallower than fill slopes.
- f) Landscaping plan submission shall include plans for erosion control of cut and fill slopes, restoration of excavated areas, and tree protection where possible in and below fill area. Landscaping should incorporate natural materials (earth, stone, wood) on cut or fill slopes wherever possible. Applicant should show in plan the general nature and extent of existing vegetation on the tract, and which areas will be preserved, altered, or removed as a result of the proposed alterations. Locations and construction details should be provided showing how trees will be preserved in areas which will be altered by filling or paving within the drip line of those trees. Applicant should also submit plans showing location, type, and size of new plant materials and other landscape features planned for altered flood plain areas.

Erosion control plans should demonstrate how the developer intends to minimize soil erosion and sedimentation from his site during and after the fill operation. Plans should include a timing schedule showing anticipated starting and completion dates for each step of the proposed operation. Area and time of exposed soils should be minimized, and existing vegetation should be retained and protected wherever feasible. Disturbed areas

should be sodded or covered with mulch and/or temporary vegetation as quickly as possible. Structural measures (e.g. drop structures, sediment ponds, etc.) should be utilized where necessary for effective erosion control, but measures should also minimize structures and materials which detract from the natural appearance of the flood plain.

### 3.37 FILLING IN A 100 YEAR FLOODWAY FRINGE

#### a) Definitions

- i) 100 Year Flood Plain Elevation (100 Year F.P.El.): That water surface elevation established by applying the Manning Equation ( $Q = 1.486/n \text{ AR}^{1/2} \text{ S}^{1/2}$ ) to the backwater analysis of a stream (river, creek or tributary) using the 100 year storm as the rate of flow (Q). The 100 Year F.P.El. are those based on the Corps of Engineer's analysis and form the basis of the Flood Insurance Rate Map (FIRM) as adopted by the Federal Insurance Administration, or subsequent amendments.
- ii) Flood Plain: Area of land laying below the 100-year flood plain elevation.
- iii) Floodway: That central portion of the flood plain which would remain clear of filling or other obstructions, unless modifications are made within or along the stream bed to offset the effect of additional filling or obstructions within the floodway.
- iv) Floodway Fringe: Area between flood plain line and the floodway line which, if filled, would not produce a significant rise in the 100 year flood plain elevation.
- v) Significant Rise: A rise in the 100 year water surface elevation greater than one (1) foot for fill on both sides of a stream or one-half (0.5) feet for fill on one side of a stream.
- vi) Floodway Line: The inter-boundary of the floodway fringe determined by filling within a flood plain along the entire reach of a stream in such a manner that the total cumulative effect of the filling will not create a significant rise in the 100 year water surface elevation.
- vii) Equal Conveyance Principle: An area of the cross section of a stream in its existing condition carrying a percentage of the stream flow, will continue to carry the same percentage of the stream flow after filling in the flood plain occurs without creating a significant rise in the 100 year flood plain elevation.

b) Criteria for Filling in the 100 Year Floodway Fringe

- i) Applies only to creeks or portions of creeks with a drainage area of five (5) square miles, or less.
- ii) Fill and development of the flood plains shall not create a "significant rise" in the 100-year flood plain elevation.
- iii) For fill and/or other development within the floodway, supporting hydraulic analysis will be required prior to or at the time of submittal of the preliminary plat demonstrating that the proposed development will not create a "significant rise" in the "100 year flood plain elevation".
- iv) In beginning a backwater analysis for development within a flood plain, the downstream water surface elevation will be determined as follows:
  - For fill on one side only of a stream, add one-half (0.5) feet to the 100-year flood plain elevation at the downstream property line.
  - For fill on both sides of a stream, add one (1.0) foot to the 100-year flood plain elevation at the downstream property line.
- v) Alterations of the floodway shall not create velocities, which could produce maximum erosive velocities in excess of those set forth in Table 7.
- vi) Floodway Line shall be established in accordance with the definition in (A) above.
- vii) Equal Conveyance shall be required in accordance with the definition of Equal Conveyance Principle in (A) above.
- viii) The requirements of 3.36, Paragraphs d, e and f shall apply.
- ix) Final approval shall be by FEMA.



### **3.38 DETENTION PONDS**

On-site detention shall be used to control post-development runoff as a last resort and must be approved by the City. Such runoff shall not exceed predevelopment conditions. Inflow volumes shall be calculated for the 5, 10, 25 and 100 year storm frequencies. For areas less than 50 acres a form of the Rational Method will be acceptable, while for areas 50 acres and larger an inflow hydrograph will be required.

The detention system shall be designed for the 100-year storm frequency, a 24-hour design storm duration and a time to empty of 48 hours. Any type of pond design shall be designed with a freeboard of 30% the nominal depth of the pond, but not less than 2.0 feet. The maximum allowable headwater must be kept within the range of slope stability of the embankment construction. All design calculations shall be a part of the construction plans.

An outlet control structure such as an orifice and weir placed at the inlet end of the outfall pipe is to provide an integrated stage-discharge such that a wide range of storms can be effectively controlled. Perforated riser pipes, weirs and special outlet control boxes are acceptable. Pipe/culvert type outlet control will only be allowed with written approval from the City. All vertical structures shall have anti-vortex and trash rack devices. Emergency overflow structures and paved positive overflow channels shall be included with the design of detention systems.

Whenever possible, detention ponds shall fit in the natural contour of the land, be aesthetically pleasing and be free draining. A grading plan with 2-foot intervals shall be placed on the construction plans. Maintenance access shall be provided for each pond. The bottom slope shall be a minimum of 2% towards the outfall structure. Detention basins shall be designed with short and long term erosion control.

A detention system maintenance program shall be prepared and submitted to the City for approval before final acceptance of the construction plans.

## IV - CONSTRUCTION PLANS PREPARATION

### 4.01 GENERAL

This section covers the preparation of drainage construction plans for the City of Ovilla.

### 4.02 PRELIMINARY DESIGN PHASE

The preliminary design phase shall be complete in sufficient detail to allow review by the City of Ovilla. To complete this phase, all topographic surveys should be furnished to allow establishment of alignment, grades and right-of-way requirements. These may be accomplished by on-the-ground field surveys, by aerial photogrametric methods, or by use of topographic maps.

Based upon the procedures and criteria outlined in SECTION III, CRITERIA AND DESIGN PROCEDURES, of this manual, the hydraulic design of the proposed facilities shall be accomplished. All calculations shall be made on the appropriate forms and submitted with the preliminary plans.

These plans shall show the alignment, drainage areas, size of facilities and grades.

#### a) Preliminary Plans

Preliminary storm drainage plans shall include a cover sheet, drainage area map, plan-profile sheets and channel cross sections if required. The proposed improvements shall be drawn on 22-inch by 34-inch sheets.

#### b) Drainage Area Map

The scale of the drainage area map should be determined by the method to be used in calculating the runoff as discussed in Section III. Generally, a map having a scale of 1" = 200' (showing the street right-of-way) is suitable unless dealing with a large drainage area. For large drainage areas a map having a scale of 1" = 2000' is usually sufficient. When calculating runoff the drainage area map shall show the boundary of the drainage area contributing runoff into the proposed system. This boundary can usually be determined

from a map having a contour interval of 2 to 5 feet. The area shall be further divided into sub-areas to determine flow concentration points or inlet locations.

Direction of flow within streets, alleys, natural and manmade drainage ways and at all system intersections shall be clearly shown on the drainage area map. Existing and proposed drainage inlets, storm sewer pipe systems and drainage channels shall be clearly shown and differentiated on the drainage area map. Plan-profile storm sewer or drainage improvement sheet limits shall also be shown.

The Drainage Area Map should show enough topography to easily determine its location within the City.

All offsite drainage within the natural drainage basin shall be shown and delineated. Runoff calculations including inlet calculations, shall be a part of the drainage area map.

c) Plan-Profile Sheets

Inlets shall be given the same number designation as the area or sub-area contribution runoff to the inlet. The inlet number designation shall be shown opposite the inlet. Inlets shall be located at or immediately downstream of drainage concentration points. At intersections, where possible, the end of the inlet shall be ten feet from the curb radius and the inlet location shall also provide minimum interference with the use of adjacent property. Inlet locations directly above storm sewer lines shall be avoided.

Data opposite each inlet shall include paving or storm sewer stationing at centerline of inlet, size of inlet, type of inlet, number or designation, top of curb elevation and flow line of inlet as shown on the typical plans. Inlet laterals leading to storm sewers, where possible, shall enter the inlet at a 60 degree angle from the street side. Laterals shall be four and one-half feet from top of curb to flow line of inlet unless utilities or storm sewer depth requires otherwise. Laterals shall not enter the corners of inlets. Lateral profiles shall be drawn showing appropriate information including the Hydraulic Gradient.

In the plan view, the storm sewer designation, size of pipe, and length of each size pipe shall be shown adjacent to the storm sewer. The sewer plan shall be stationed at one hundred foot

intervals and each sheet shall begin and end with even or fifty foot stationing. All storm sewer components shall be stationed.

The profile portion of the storm sewer plan-profile sheet shall show the existing ground profile along the centerline of proposed sewer, the hydraulic gradient of the sewer, the proposed storm sewer, and utilities which intersect the alignment of the proposed storm sewer. Also shown shall be the diameter of the proposed pipe in inches and the physical grade in percent. Hydraulic data for each length of storm sewer between interception points shall be shown on the profile. This data shall consist of pipe diameter in inches, discharge in cubic feet per second, slope of hydraulic gradient in percent, capacity of pipe in cubic feet per second and velocity in feet per second. Also, the head loss at each interception point shall be shown.

Elevations of the flow line of the proposed storm sewer shall be shown at one hundred foot intervals on the profile. Stationing and flow line elevations shall also be shown at all pipe grade changes, pipe size changes, lateral connections, manholes and wye connections.

#### 4.03 FINAL DESIGN PHASE

During the final design phase the construction plans shall be placed in final form. All sheets shall be drawn in ink on 22-inch by 34-inch sheets and shall be clearly legible when sheets are reduced to half scale.

Review comments shall be considered, additional data incorporated and the final design and drafting of the plans completed. All grades, elevations, pipe sizes, utility locations, items and quantities should be checked and each plan-profile sheet shall have a bench mark shown.

## V - APPENDIX

### 5.01A DEFINITION OF TERMS

Angle of Flare: Angle between direction of wingwall and centerline of culvert or storm drain outlet.

Backwater Curve: The surface curve of a stream of water.

Conduit: Any closed device for conveying flowing water.

Control: The hydraulic characteristic, which determined the stage-discharge relationship in a conduit.

Critical Flow: The state of flow for a given discharge at which the specific energy is a minimum with respect to the bottom of the conduit.

Entrance Head: The head required to cause flow into a conduit or other structure; it includes both entrance loss and velocity head.

Entrance Loss: Head lost in eddies or friction at the inlet to a conduit, headwall or structure.

Flume: Any open conduit on a prepared grade, trestle or bridge.

Freeboard: The distance between the normal operating level and the top of the side of an open channel left to allow for wave action, floating debris, or any other condition or emergency without overflowing structure.

Headwater: Depth of water in the channel measured from the invert of the culvert inlet.

HEC-1: Computer Program to analyze a Flood Hydrograph. This program is available from the U. S. Army Corps of Engineers.

HEC-2/HEC-RAS: Computer Program to analyze a Water Surface Profile. This program is available from the U. S. Army Corps of Engineers.

Hydraulic Gradient: A line representing the pressure head available at any given point within the system.

Invert: The flow-line of conduit (pipe or box).

Manning's Equation: The uniform flow equation used to relate velocity, hydraulic radius and energy gradient slope.

Open Channel: A channel in which water flows with a free surface.

Rational Formula: The means of relating runoff with the area being drained and the intensity of the storm rainfall.

Soffit: The inside top of the conduit (pipe or box).

Steady Flow: Constant discharge.

Surcharge: Height of water surface above the crown of a closed conduit at the upstream end.

Tailwater: Total depth of flow in the downstream channel measured from the invert of the culvert outlet.

Time of Concentration: The estimated time in minutes required for runoff to flow from the most remote section of the drainage area to the point at which the flow is to be determined.

Total Head Line (Energy Line): A line representing the energy in flowing water. It is plotted a distance above the profiles of the flow line of the conduit equal to the normal depth plus the normal velocity head plus the pressure head for conduits flowing under pressure.

Uniform Channel: A channel with a constant cross section and roughness coefficient.

Uniform Flow: A condition of flow in which the discharge, or quantity of water flowing per unit of time, and the velocity are constant. Flows will be at normal depth and can be computed by the Manning Equation.

Watershed: The area drained by a stream or drainage system.

## **5.01B DETENTION SYSTEM DEFINITIONS**

Detention Storage: Detention storage facilities are generally designed to control short, high-intensity local storms, as these are the major cause of flooding on small streams (1). Detention storage serves to attenuate the peak flow by reducing the peak outfall to a rate less than the peak inflow, which effectively lengthens the time base of the outfall hydrograph. The total volume of water discharged is the same; it is merely distributed over a long period of time (2).

Discharge from detention storage facilities begins immediately at the start of the storm, and the facility is usually completely drained within a day.

Retention Storage: Retention storage refers to those facilities where stormwater is collected and stored during the flood event. The stored water is released after the flood event by means of controlled outlet works. Alternatively, the water may be allowed to infiltrate into the ground or evaporate. For maximum effectiveness, the water contained in the retention storage facility must be released or lost before the next flood event occurs (2). In some cases, it may be desirable to maintain a permanent pool within the retention area. Such a facility is termed wet storage.

Conveyance Storage: As stormwater enters and flows in channels, floodplains, drains, and storm sewers, the flow is being storage in transient form and is termed conveyance storage. Conveyance storage is generally obtained by constructing low-velocity channels with large cross-sectional areas.

Upstream Storage: This storage occurs upstream of the design area to be protected. It is intended to contain runoff, which originates upstream and beyond the area to be protected.

Within-Area Storage: This storage occurs in the area to be protected. It is intended to store runoff originating in and around the area to be protected. It is common for such storage to be provided at the development sites.

Downstream Storage: This is storage located downstream from the area to be protected. The general purpose of downstream storage is to manage storm flows from the area to be protected and to control any detrimental downstream effects from development in the protected area.

Rainfall Storage: Rainfall storage refers to the storage of water in the vicinity of the rainfall occurrence or before storm water accumulates significantly (3). This storage classification is similar to "within-area storage" as mentioned above.

Runoff Storage: Runoff storage refers to the storage of larger quantities of water, which have accumulated significantly and have begun to flow in the drainage system. This storage classification is closely related to "upstream storage" and "downstream storage" as mentioned previously.

Driveway Storage: This storage method involves the construction of depressed section in the driveway such that runoff from the lot and/or roof may be routed and stored there. A properly designed outlet system will regulate the discharge of this runoff into the drainage system (2).

Cistern/Infiltration: A cistern or tank can be located within the property area to collect runoff from the lot and roof. If local subsurface soil properties and geologic conditions permit, the water can be infiltrated after the storm subsides (2).

Cistern/Irrigation: This method is identical to the "cistern/ infiltration" method except that the option is provided for the water in the cistern to be used for an irrigation water supply or to be discharged into the storm sewer system.

Rooftop Storage: This storage method is most applicable to industrial, commercial, and apartment buildings with large flat roofs. Rooftop storage is often an economical and effective alternative. Since it is common for buildings to be designed for snow loads, it is possible to accommodate an equivalent depth of water without any structural changes. A six-inch depth of water is equivalent to 31.2 pounds per square foot, less than most snow load requirements in the northern United States and Canada (4).

Special roof drains with controlled outlet capacity are typically installed as an integral part of the rooftop storage method. With proper installation of such drains, peak runoff from roofs may be reduced by up to 90 percent (4).

An important consideration for the rooftop storage method would be to provide overflow mechanisms to ensure that the structural capacity of the roof is not exceeded. An additional consideration would be the watertightness of the rooftop.

Parking Lot Storage: Parking lots can be graded to route runoff to desired storage areas or areas of infiltration. If the flow is routed to a storage area, outlet works such as grated inlets or overflow weirs serve to regulate the design flow. Alternatively, the runoff may be routed to grassed or gravel filled areas for infiltration and percolation.

On-Site Ponds: On-site ponds provide for the collected stormwater to be released in a controlled manner by overflow weirs or orifices. When properly designed, on-site ponds can serve the hydraulic function while providing recreational and aesthetic benefits.

Slow-Flow Drainage Patterns: This storage method involves the design of conveyance systems with reduced grades to provide reduced flow velocities. The desired effect is to obtain temporary ponding and a form of transient storage. Slow flow drainage may be augmented by providing controls (e.g., weirs, checks) along channels to create a system of linear reservoirs (2). Use of such controls will provide temporary storage while allowing for a possible increase in infiltration.



Open Space Storage: Open spaces such as parks and recreation fields generally have a substantial area of grass covering and provide increased infiltration opportunities. Such open spaces produce only minimal quantities of runoff. Therefore, open spaces provide excellent opportunities for the temporary storage of storm runoff, provided the primary use of the open space is not altered. This is generally not a problem since recreation areas are seldom used during storm events.

Retention Reservoirs: Retention reservoirs located in a watershed catchment generally represent major storage facilities (2). They are most effective when located in valleys or recessed areas and should have the ability to regulate stream flow. Retention reservoirs maintain a permanent pool in the form of ponds or lakes. As such, they are well suited for water-oriented recreational features.

Detention Reservoirs: Detention reservoirs are generally located on streams and are frequently located above the reaches where there is a continuous flow (2). Since a permanent pool is not maintained, detention reservoirs do not provide opportunities for water-oriented recreation. However, they may be conveniently integrated into a park and open space plan.

Gravel Pits and Quarries: Gravel pits and quarries are located off-channel such that a side-channel spillway is necessary to intercept and direct the peak flow to the pit location. Outfall from such storage facilities must generally be pumped.

## 5.02 ABBREVIATION OF TERMS AND SYMBOLS

A	Drainage area in acres of tributary watershed. Cross-sectional area of gutter flow in square feet. Cross-sectional area of flow through conduit in square feet.
$A_s$	Sub-section area in square feet as used on unimproved channel calculations.
b	Bottom width of channel in feet.
c	Runoff Coefficient for use in Rational Formula representing the estimated ratio of runoff to rainfall which is dependent on the slope of the watershed, the land use and the character of soil.
$C_o$	Street crown height in feet.
$C_t$	A coefficient related to drainage basin characteristics and used in Unit Hydrograph calculations.

$C_p^{640}$	Coefficient related to drainage basin characteristics and used in Hydrograph calculations.
c.f.s.	Cubic feet per second.
d	Depth of flow in feet.
$d_n$	Normal depth of flow in conduit feet.
$d_c$	Critical depth of flow in conduit feet.
FL	Flow line.
f.p.s.	Feet per second.
g	Gravitational acceleration (32.2 feet per second per second).
H	Depth of flow in feet required to pass a given discharge.
h	Depth of flow in feet.
HW	Headwater elevation or depth above invert at storm drain entrance in feet.
$h_o$	Vertical distance from downstream culvert flow line to the elevation from which H is measured, in feet.
$h_f$	Head loss due to friction in a length of conduit in feet.
$h_j$	Head loss at junction structures, inlets, manholes, etc., due to turbulence in feet.
$h_v$	Velocity head loss in feet.
I	Intensity, in inches per hour, for rainfall over an entire watershed.
$K_b$	Head loss coefficient at bridges.
$K_e$	Coefficient of entrance loss.
$K_j$	Coefficient for head loss at junctions, inlets and manholes.
L	Length of channel in miles measured along flow line.

$L_{ca}$	Length of stream in miles from design point to center of gravity of drainage area and used in Unit Hydrograph calculations.
$L_i$	Length of curb opening inlet in feet.
$L_{is}$	Initial and subsequent rainfall losses in inches and used in Unit Hydrograph calculations.
$n$	Coefficient of roughness for use in Manning's Equation.
$P$	Length in feet of contact between flowing water and the conduit measured on a cross section. (Wetted Perimeter)
$Q$	Storm water flow in c.f.s.
$Q_R$	Peak flow in c.f.s. as determined by Rational Method.
$Q_u$	Peak flow in c.f.s. as determined by Unit Hydrograph Method.
$q_p$	Peak rate of discharge of the Unit Hydrograph for unit rainfall duration of c.f.s. per square mile.
$Q_p$	Peak rate of discharge of the Unit Hydrograph in c.f.s.
$R$	Hydraulic Radius = $\frac{\text{Cross section area of flow in sq. ft. (A)}}{\text{Wetted perimeter in ft. (P)}}$
$R_T$	Total runoff in inches as used in Unit Hydrograph calculations.
$S$	Slope of street, gutter or hydraulic gradient in feet per foot or percent.
$s_c$	That particular slope in feet per foot of a given uniform conduit operating as an open channel at which normal depth and velocity equal critical depth and velocity for a given discharge.
$S_D$	Design storm runoff in inches for a two-hour period.
$S_f$	Friction slope in feet per foot in a conduit. This represents the rate of loss in the conduit due to friction.
$t_c$	Time of Concentration in minutes.

$t_p$	Lag time in hours from the midpoint of the unit rainfall duration to the peak of the Unit Hydrograph.
TW	Tailwater elevation of depth above invert a culvert outlet.
V	Velocity of flow in feet per second.
v	Mean velocity of flow at upstream end of inlet opening in feet per second.
$v_c$	Critical velocity of flow in a conduit in feet per second.
$\frac{V^2}{2g}$	Velocity head. A measure, in feet, of the kinetic energy in flowing water.
$V_1$	Upstream Velocity
$V_2$	Downstream Velocity
W	Street width from face of curb in feet.
WP	Wetted perimeter in feet.
Z	Reciprocal of crown slope, $1/\theta_o$ .
$\theta_o$	Crown slope of pavement in feet per foot.
Y	Conveyance factor calculated for unimproved channels.

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2	Coefficients " $C_t$ " and " $C_{p640}$ "
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6	Velocity Head Loss Coefficients for Closed Conduits
7	Roughness Coefficients for Open Channels
8	Culvert Discharge Velocities

**TABLE 1****COEFFICIENTS OF RUNOFF AND MINIMUM INLET TIMES**

<b>Land Use</b>	<b>Runoff Coefficient C</b>	<b>Minimum Inlet Time In Minutes</b>
Residential	0.6	15
Commercial	0.9	10
Industrial	0.9	10
Multiple Unit Dwelling	0.8	10
Parks	0.4	15
Cemeteries	0.4	15
Pasture	0.4	15
Woods	0.3	15
Cultivated	0.6	20
Shopping Centers	0.9	10
Paved Areas	0.9	10
Schools	0.7	15
Patio Homes	0.6	15
Churches	0.8	10

**TABLE 2**  
**COEFFICIENTS "C<sub>t</sub>" AND "C<sub>p640</sub>"**

Drainage Area Characteristics	Approximate Value of "C <sub>t</sub> "	Approximate Value of "C <sub>p640</sub> "
<b>Sparsely Sewered Area</b>		
Flat Basin Slope (less than 0.50%)	0.65	350
Moderate Basin Slope (0.50% to 0.80%)	0.60	370
Steep Basin Slope (greater than 0.80%)	0.55	390
<b>Moderately Sewered Area</b>		
Flat Basin Slope (less than 0.50%)	0.55	400
Moderate Basin Slope (0.50% to 0.80%)	0.50	420
Steep Basin Slope (greater than 0.80%)	0.45	440
<b>Highly Sewered Area</b>		
Flat Basin Slope (less than 0.50%)	0.45	450
Moderate Basin Slope (0.50% to 0.80%)	0.40	470
Steep Basin Slope (greater than 0.80%)	0.35	490



**TABLE 3****MINIMUM SLOPES FOR PIPES  
(n = .013)**

Pipe Diameter (Inches)	Slope (Feet/100 Feet)
18	.180
21	.150
24	.120
27	.110
30	.090
33	.080
36	.070
39	.062
42	.056
45	.052
48	.048

Pipe Diameter (Inches)	Slope (Feet/100 Feet)
51	.045
54	.041
60	.036
66	.032
72	.028
78	.025
84	.023
90	.021
96	.019
102	.018
108	.016

**NOTE:** Minimum pipe diameter to be used in construction of storm sewers shall be 18-inches.

**TABLE 4**

**MAXIMUM VELOCITIES IN CLOSED CONDUITS**

Type of Conduit	Maximum Velocity
Culverts	15 f.p.s.
Inlet Laterals	30 f.p.s.
Storm Sewers	12 f.p.s.

Storm sewers shall discharge into open channels at a maximum velocity of 8-feet per second. This maximum velocity must be maintained in the last 200-feet of storm sewer conduit.

**TABLE 5**

**ROUGHNESS COEFFICIENTS FOR CLOSED CONDUITS**

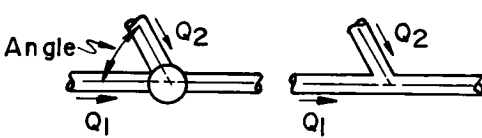
<b><u>Material of Construction</u></b>	<b><u>Recommended Roughness Coefficient "n"</u></b>
New Monolithic Concrete Conduit .....	0.015
Concrete Pipe Storm Sewer	
Good Alignment, Smooth Joints .....	0.013
Fair Alignment, Ordinary Joints .....	0.015
Poor Alignment, Poor Joints .....	0.017
Concrete Pipe Culverts .....	0.012
Monolithic Concrete Culverts .....	0.012
Corrugated Metal Pipe .....	0.024
Corrugated Metal Arch Pipe .....	0.024
Corrugated Metal Pipe with Smooth Liner .....	0.015

**NOTE:** Reinforced concrete pipe is the accepted material for construction of storm sewers. The use of other materials for the construction of storm sewers shall have prior approval from the City Engineer. For design of all pipe material an "n" of 0.013 shall be used.


TABLE 6

# VELOCITY HEAD LOSS COEFFICIENTS FOR CLOSED CONDUITS

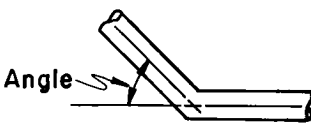
## MANHOLE ON MAIN LINE WITH BRANCH LATERAL OR WYE CONNECTION

DESCRIPTION	ANGLE	RATIO OF $Q_2/Q_1$	HEAD LOSS COEFFICIENT $K_j$
	60°	< .20	0.40
		.20 to .60	0.50
		> .60	0.60
	45°	< .20	0.20
		.20 to .60	0.30
		> .60	0.40

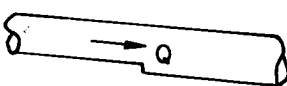
## MANHOLE AT CHANGE IN PIPE DIRECTION

DESCRIPTION	ANGLE	HEAD LOSS COEFFICIENT $K_j$
	90°	1.00
	60°	0.80
	45°	0.65
	30°	0.50

## BENDS IN PIPES

DESCRIPTION	ANGLE	HEAD LOSS COEFFICIENT $K_j$
	90°	0.80
	60°	0.60
	45°	0.50
	30°	0.45

## ENLARGEMENTS IN PIPE SIZES WITH CONSTANT FLOW

DESCRIPTION	RATIO OF UPSTREAM DIAMETER TO DOWNSTREAM DIAMETER	HEAD LOSS COEFFICIENT $K_j$
	0.81	1.00
	0.82	0.90
	0.84	0.80
	0.85	0.70
	0.86	0.60
	0.88	0.50
	0.90	0.40
	0.92	0.30

**TABLE 7****ROUGHNESS COEFFICIENTS FOR OPEN CHANNELS**

Channel Description	Roughness Coefficient			Maximum Velocity Ft/sec
	Minimum	Normal	Maximum	
<b>MINOR NATURAL STREAMS – TYPE I CHANNEL</b>				
<b><i>Moderately Well Defined Channel</i></b>				
• Grass and Weeds, Little Brush	0.025	0.030	0.033	8
• Dense Weeds, Little Brush	0.030	0.035	0.040	8
• Weeds, Light Brush on Banks	0.030	0.035	0.040	8
• Weeds, Heavy Brush on Banks	0.035	0.050	0.060	8
• Weeds, Dense Willows on Banks	0.040	0.060	0.080	8
<b><i>Irregular Channel with Pools and Meanders</i></b>				
• Grass and Weeds, Little Brush	0.030	0.036	0.042	8
• Dense Weeds, Little Brush	0.036	0.042	0.048	8
• Weeds, Light Brush on Banks	0.036	0.042	0.048	8
• Weeds, Heavy Brush on Banks	0.042	0.060	0.072	8
• Weeds, Dense Willows on Banks	0.048	0.072	0.096	8
<b><i>Flood Plain, Pasture</i></b>				
• Short Grass, No Brush	0.025	0.030	0.035	8
• Tall Grass, No Brush	0.030	0.035	0.050	8
<b><i>Flood Plain, Cultivated</i></b>				
• No Crops	0.025	0.030	0.035	8
• Nature Crops	0.030	0.040	0.050	8
<b><i>Flood Plain, Uncleared</i></b>				
• Heavy Weeds, Light Brush	0.035	0.050	0.070	8
• Medium to Dense Brush	0.070	0.100	0.160	8
• Trees with Flood Stage below Branches	0.080	0.100	0.120	8
<b>MAJOR NATURAL STREAMS - TYPE I CHANNEL</b>				
The roughness coefficient is less than that for minor stream of similar description because banks offer less effective resistance.				
• Moderately Well Defined Channel	0.025	---	0.060	8
• Irregular Channel	0.035	---	0.100	8
<b>UNLINED VEGETATED CHANNELS - TYPE II CHANNEL</b>				
• Mowed Grass, Clay Soil	0.025	0.030	0.035	8
• Mowed Grass, Sandy Soil	0.025	0.030	0.035	6

**TABLE 8**

**CULVERT DISCHARGE VELOCITIES**

<b>Culvert Discharges On</b>	<b>Maximum Allowable Velocity (f.p.s.)</b>
Earth (Sandy)	6
Earth (Clay)	8
Sodded Earth	8
Concrete	15
Shale (Lime Stone)	10

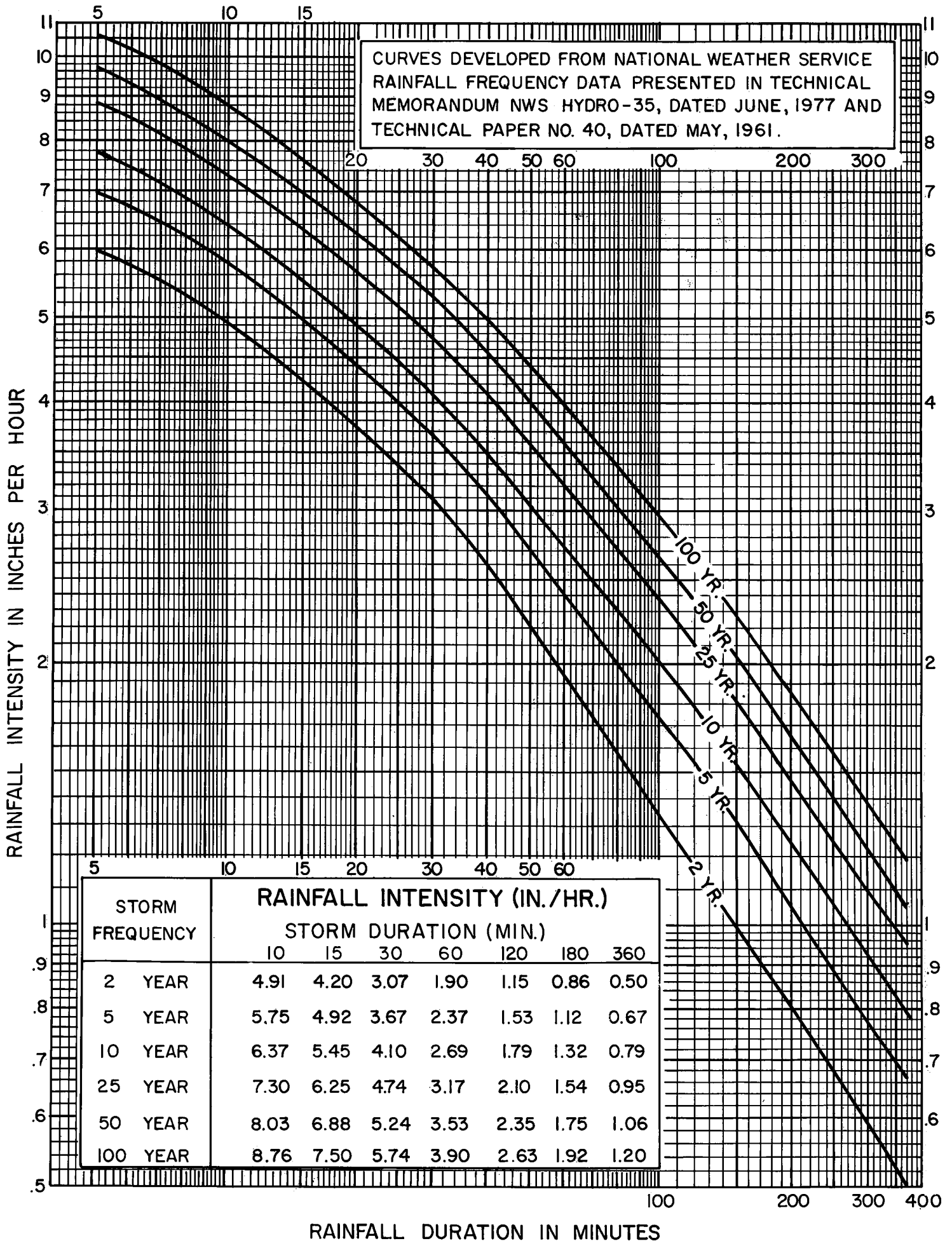
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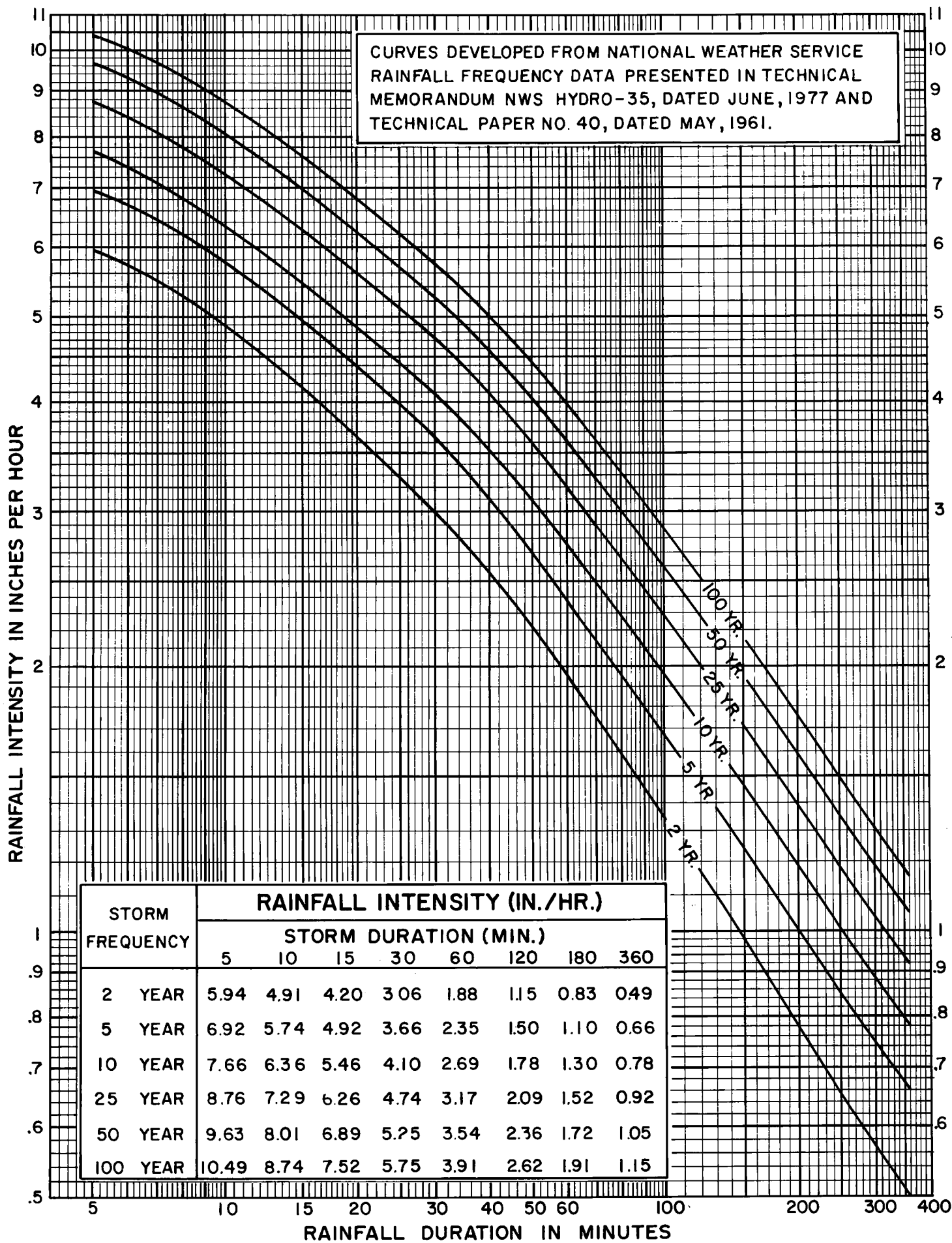
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12.	Recessed and Standard Curb Opening Inlet on Grade (10'x 12', 16' and 20' Alleys)
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14.	Two Grade Combination Inlet on Grade
15.	Four Grate Combination Inlet on Grade
16.	Three Grate Inlet and Three Grate Combination Inlet on Grade
17.	Two Grate Inlet on Grade
18.	Four Grate Inlet on Grade
19.	Six Grate Inlet on Grade

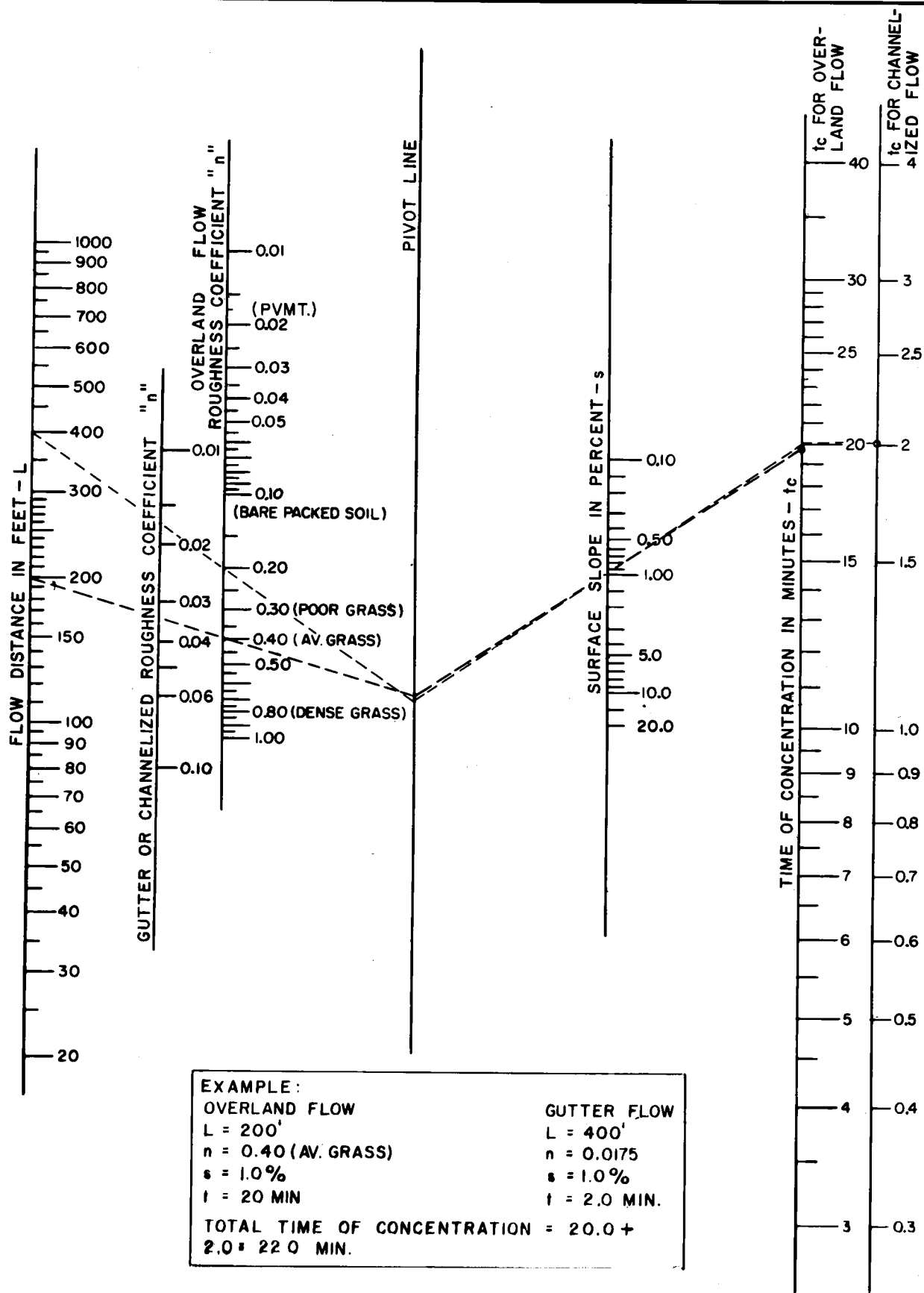
<b><u>Figure No.</u></b>	<b><u>Title</u></b>
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28.	Head for Concrete Pipe Culverts Flowing Full
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30.	Critical Depth of Flow for Circular Conduits



# RAINFALL INTENSITY CURVES







TIME OF CONCENTRATION  
FOR  
SURFACE FLOW

## EXAMPLE

### Known:

Major Thoroughfare, Type C  
 Pavement Width = 33'  
 Gutter Slope = 1.0%  
 Pavement Cross Slope = 1/4"/1'  
 Depth of Gutter Flow = .5'

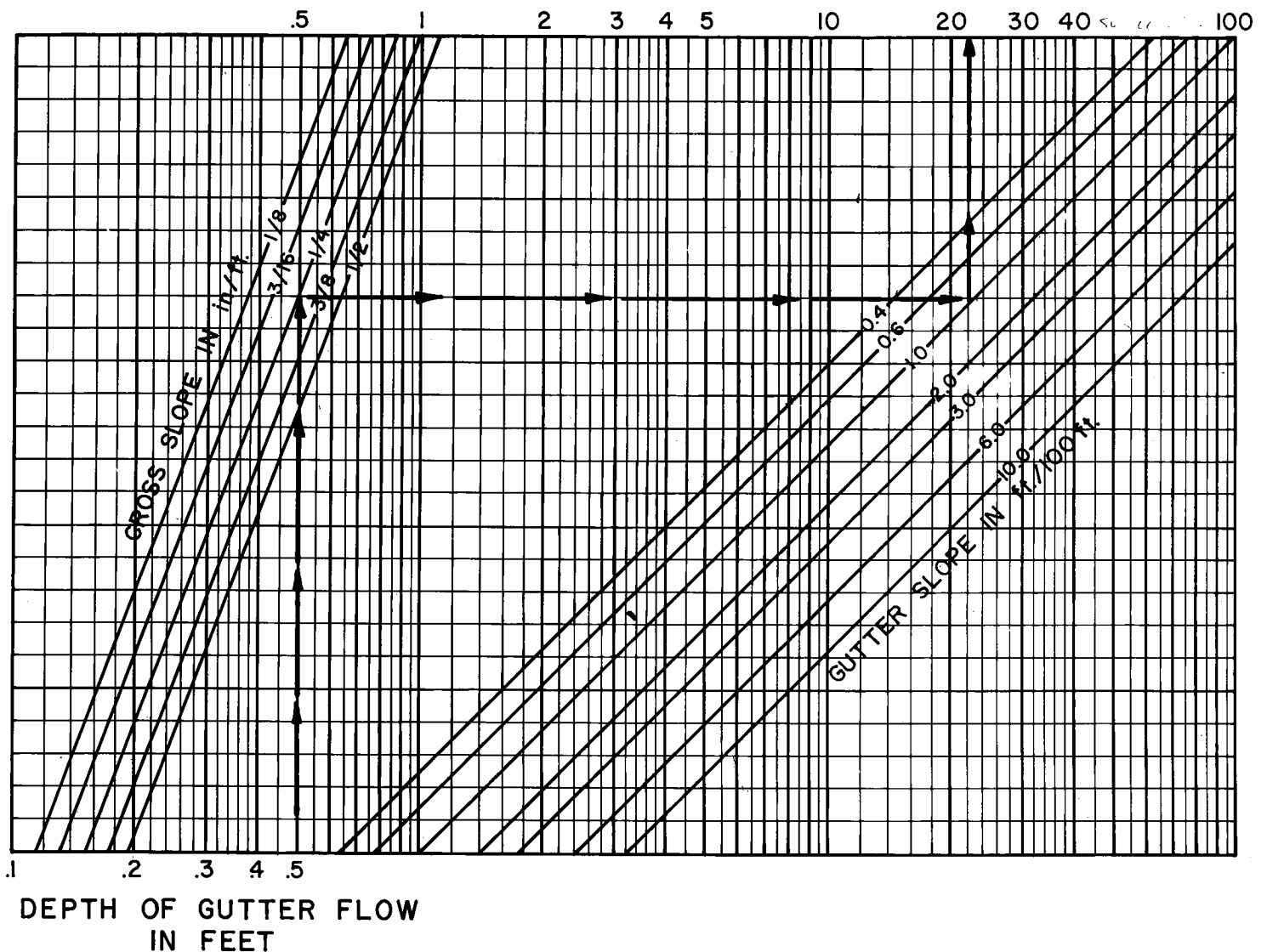
### Solution:

Enter Graph at .5'  
 Intersect Cross Slope = 1/4"/1'  
 Intersect Gutter Slope = 1.0%  
 Read Gutter Capacity = 22 c.f.s.

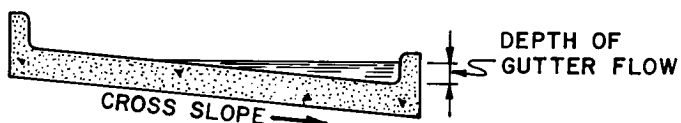
### Find:

Gutter Capacity

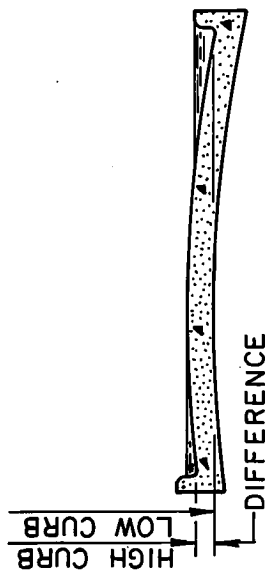
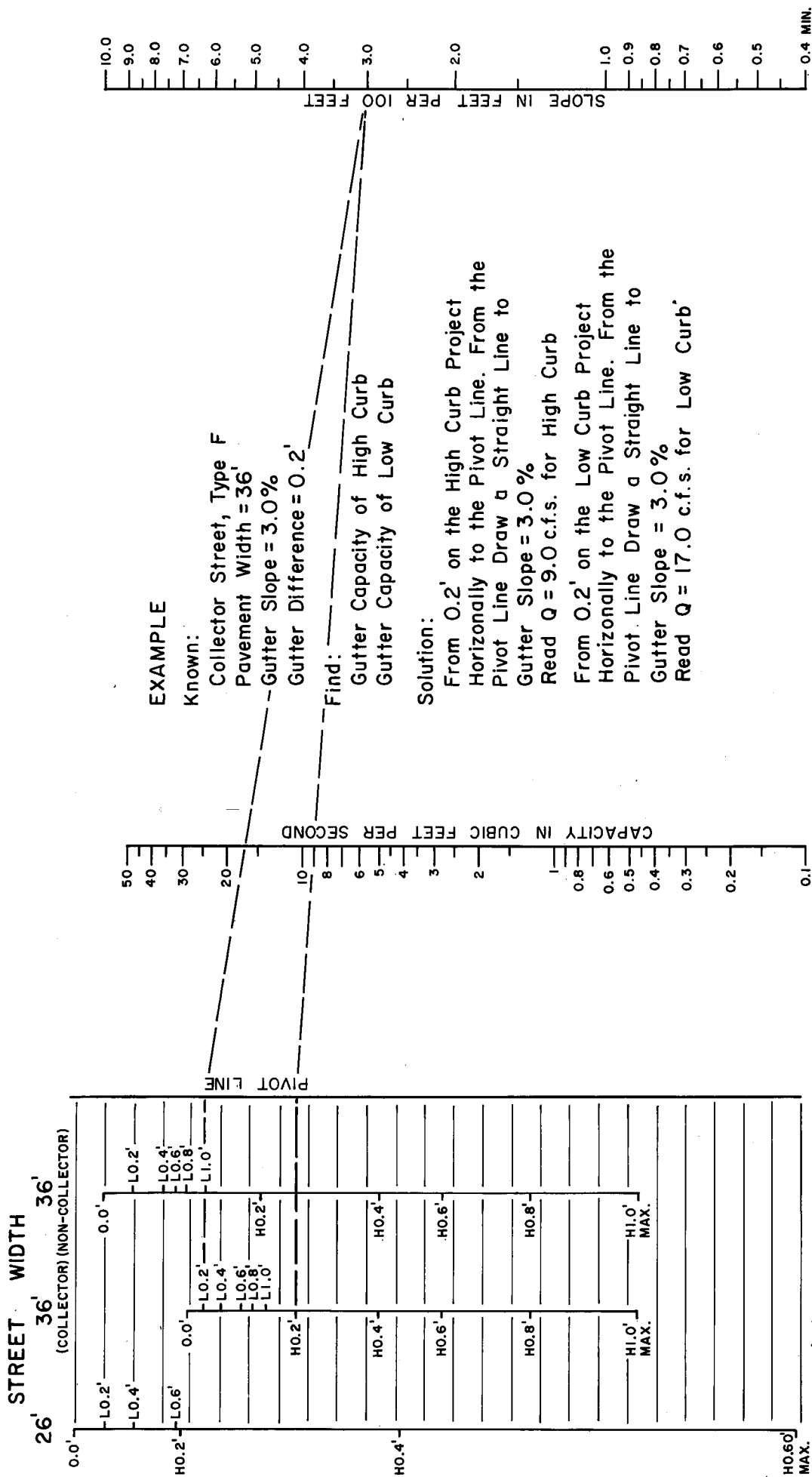
## GUTTER CAPACITY IN C.F.S.



## CAPACITY OF TRIANGULAR GUTTERS



(Roughness Coefficient  $n = .0175$ )



**CAPACITY OF  
PARABOLIC GUTTERS  
(26' & 36' STREET WIDTHS)**

**FIGURE 4**

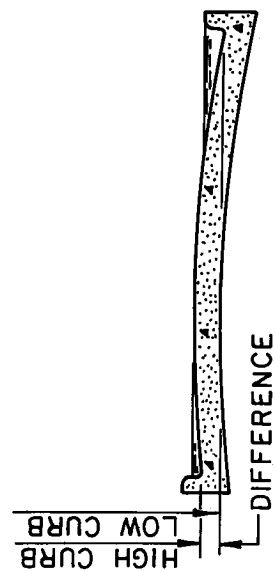
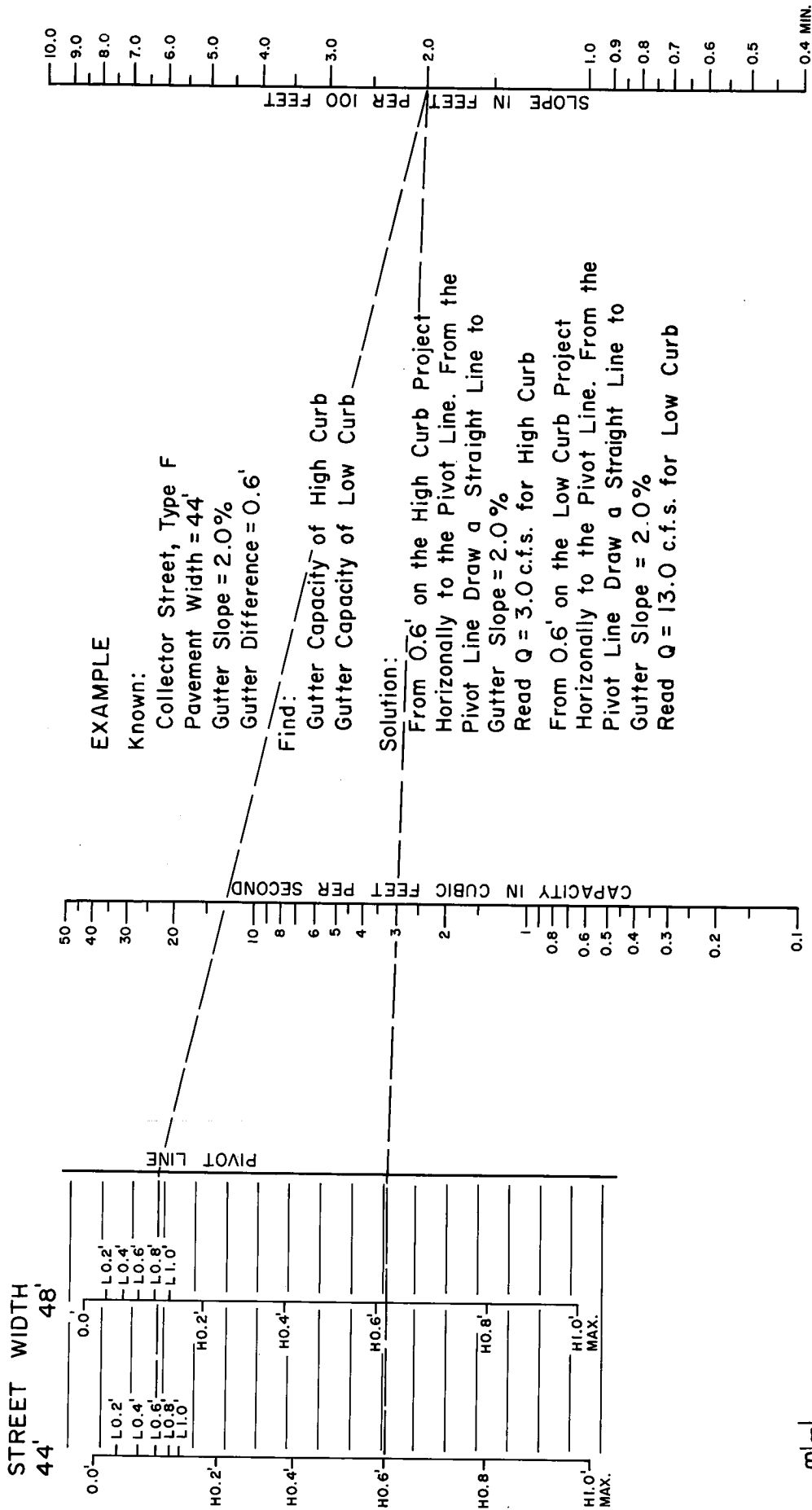
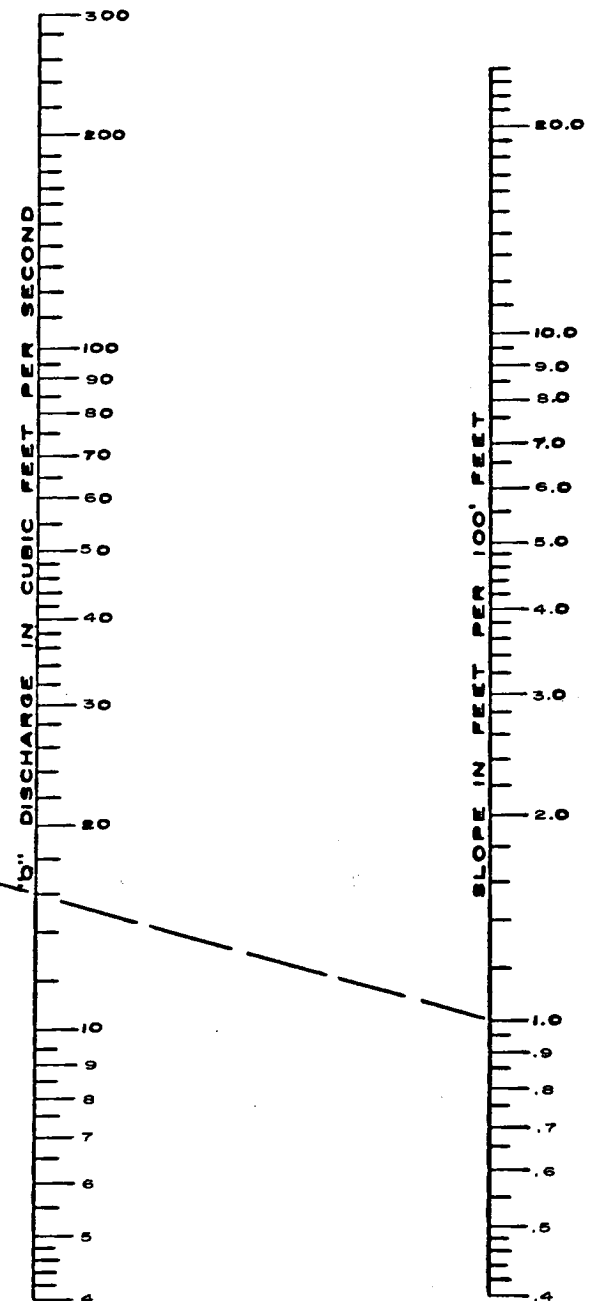
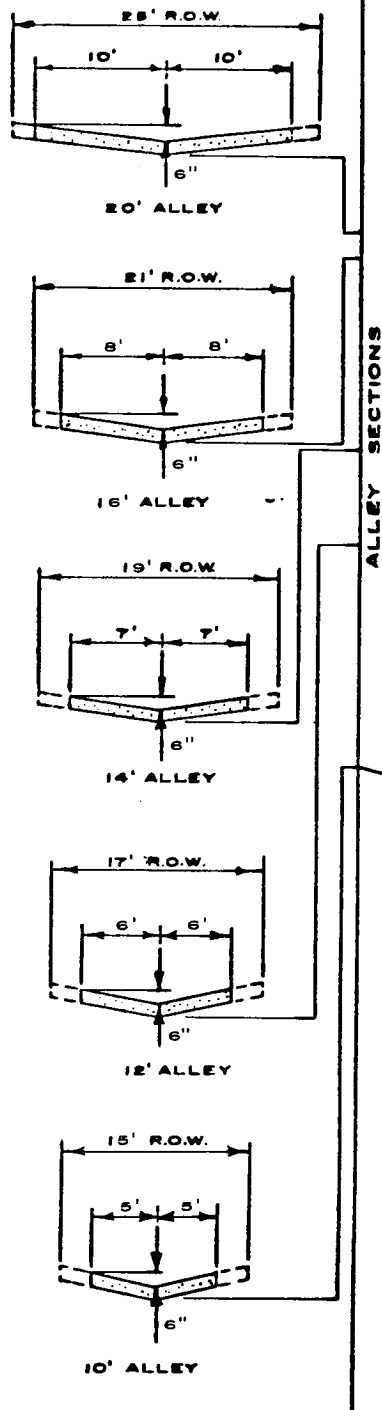


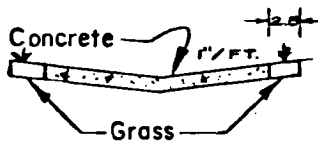
FIGURE 5

# CAPACITY OF PARABOLIC GUTTERS (44' & 48' STREET WIDTHS)



**NOTE:**

1. All Alley Capacities Are  $2\frac{1}{2}$ " Above Paving Edge.



2. The Capacities Obtained From This Nomograph are Based on a Straight Horizontal Alignment. Curved Alignments May Result in Reduced Capacity.

**EXAMPLE**

**KNOWN:**

Alley width = 10'  
Alley depression = 5"  
Gutter Slope = 1.0%

**SOLUTION:**

Connect the 10' alley section with slope = 1.0%. Read Q = 16 c.f.s.

**FIND:**

Gutter Flow (Q)

**CAPACITY OF ALLEY SECTIONS**

Average  $n = 0.020$   
Revised: Feb. 1981

FIGURE 6

# STORM DRAIN INLETS

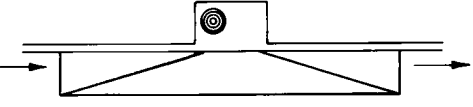
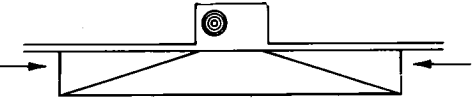
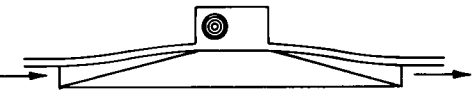
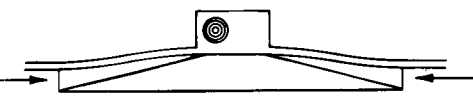



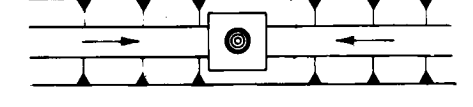
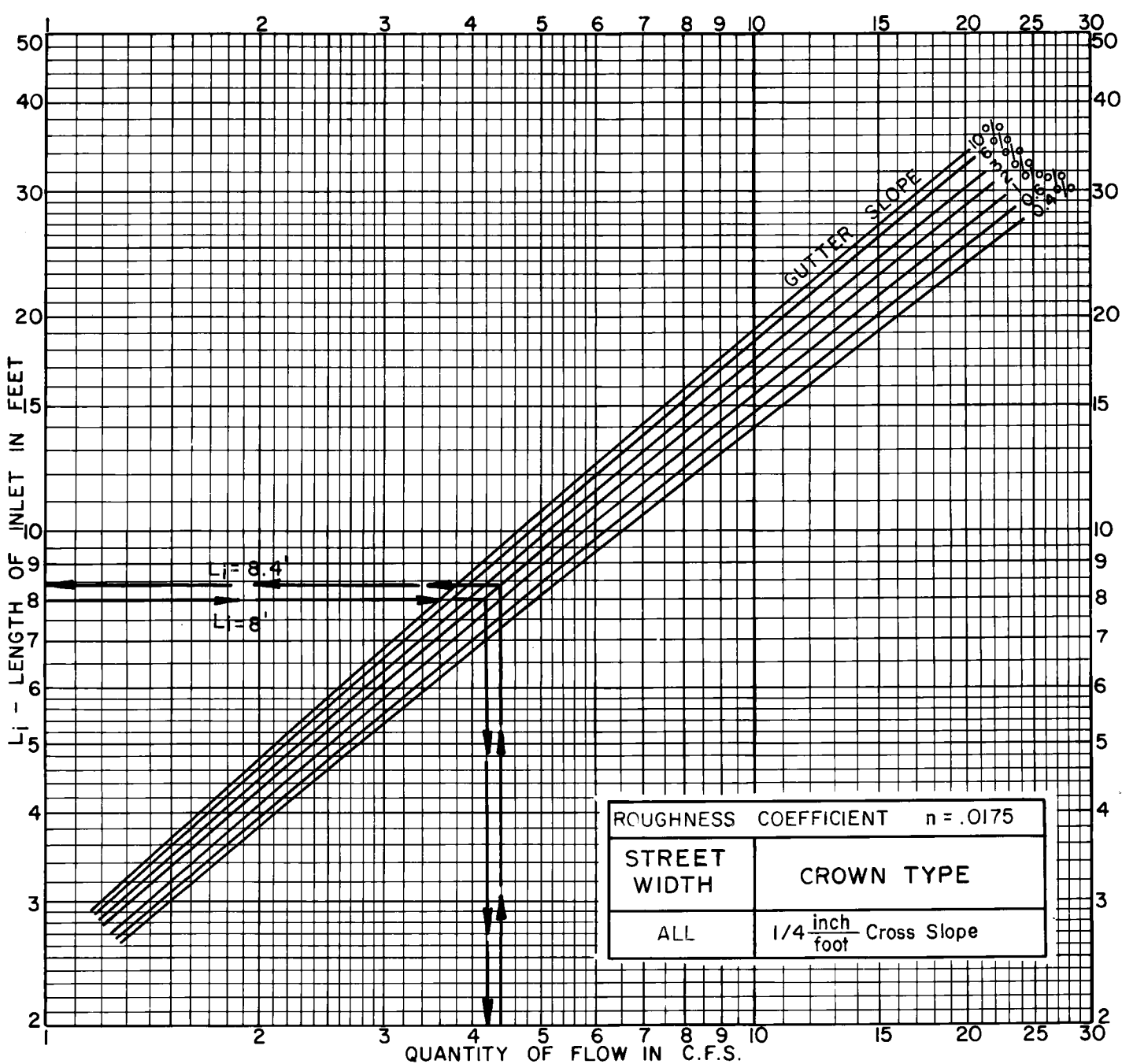
INLET TYPE	INLET DESCRIPTION	AVAIL. INLET SIZES	WHERE USED	DESIGN CURVES
I	 <p>STANDARD CURB OPENING INLET ON GRADE</p>	4' 6' 8' 10' 12' 14'	26' LOCAL STREET, TYPE H 36' COLLECTOR STREET, TYPE F ALLEY	FIGURES 8 THROUGH 12
IA	 <p>STANDARD CURB OPENING INLET AT LOW POINT</p>	4' 6' 8' 10' 12' 14'	26' LOCAL STREET, TYPE H 36' COLLECTOR STREET, TYPE F ALLEY	FIGURE 13
II	 <p>RECESSED CURB OPENING INLET ON GRADE</p>	4' 6' 8' 10' 12' 14'	44' COLLECTOR STREET, TYPE F 48' SECONDARY STREET, TYPE E 2-24' MAJOR STREET, TYPE D 2-33' MAJOR STREET, TYPE C 2-36' MAJOR STREET, TYPE B 2-36' MAJOR STREET, TYPE A	FIGURES 8 THROUGH 12
IIA	 <p>RECESSED CURB OPENING INLET AT LOW POINT</p>	4' 6' 8' 10' 12' 14'	44' COLLECTOR STREET, TYPE F 48' SECONDARY STREET, TYPE E 2-24' MAJOR STREET, TYPE D 2-33' MAJOR STREET, TYPE C 2-36' MAJOR STREET, TYPE B 2-36' MAJOR STREET, TYPE A	FIGURE 13
III	 <p>COMBINATION INLET ON GRADE</p>	4' 6' 8'	COMBINATION INLETS TO BE USED WHERE SPACE BEHIND CURB PROHIBITS OTHER INLET TYPES	FIGURES 14 THROUGH 16
IIIA	 <p>COMBINATION INLET AT LOW POINT</p>	4' 6' 8'	COMBINATION INLETS TO BE USED WHERE SPACE BEHIND CURB PROHIBITS OTHER INLET TYPES	FIGURE 20
IV	 <p>GRATE INLETS</p>	2 GRATE 3 GRATE 4 GRATE 6 GRATE	GRATE INLETS TO BE USED WHERE SPACE RESTRICTIONS PROHIBIT OTHER INLET TYPES OR AT LOCATIONS WITH NO CURB.	FIGURES 16, 17, 18, 19 & 21
V	 <p>DROP INLET</p>	2' x 2' 3' x 3' 4' x 4'	OPEN CHANNELS	FIGURE 22

FIGURE 7





### EXAMPLE

#### Known:

Pavement Width = 24'  
 Gutter Slope = 2.0 %  
 Pavement Cross Slope =  $\frac{1}{4}$ " / 1'  
 Gutter Flow = 4.4 cfs

#### Find:

Length of Inlet Required ( $L_i$ )

#### Solution:

Enter Graph at 4.4 cfs  
 Intersect Slope = 2.0 %  
 Read  $L_i = 8.4'$

#### Decision:

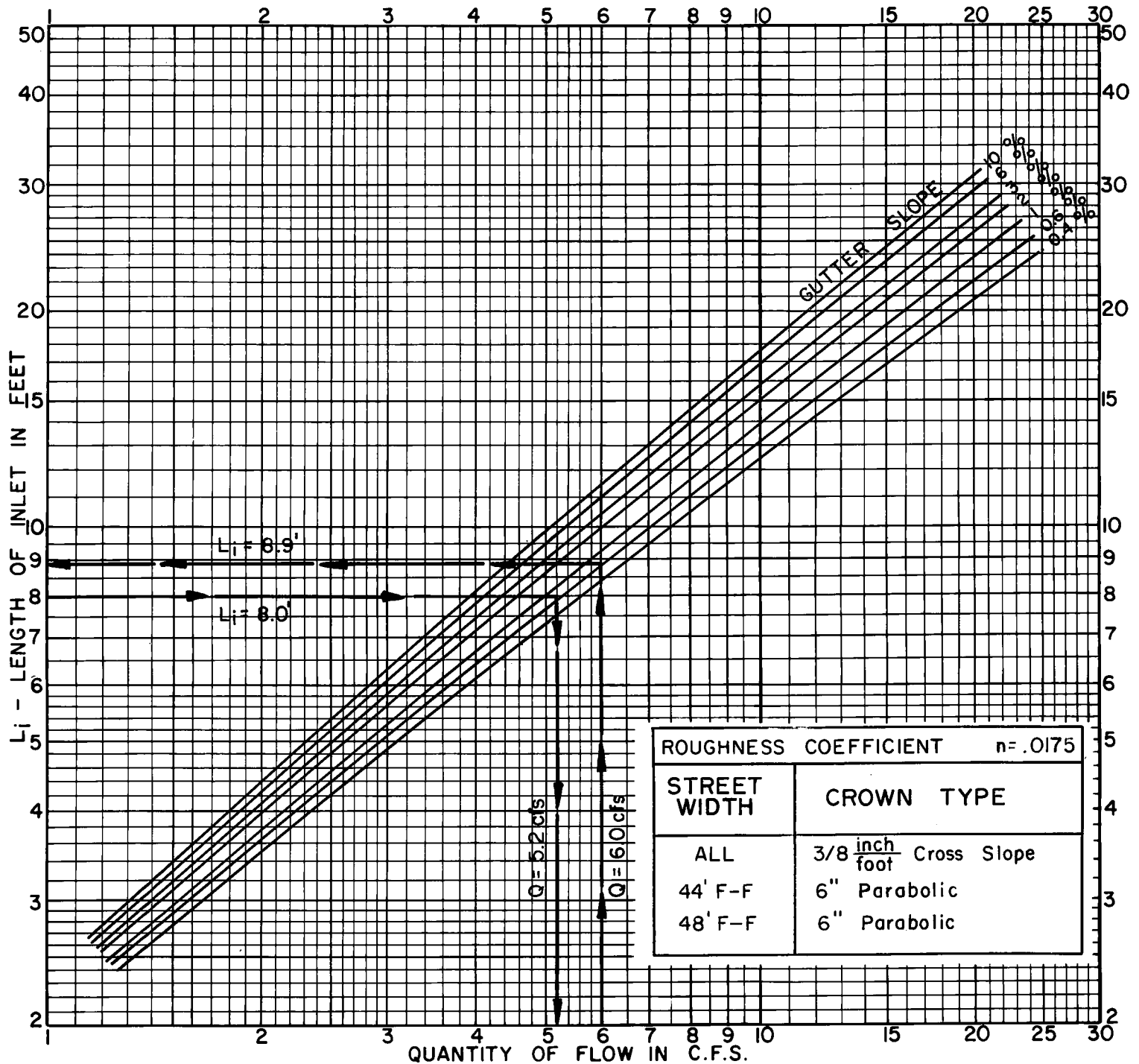
1. Use 10' Inlet  
 No Flow Remains in Gutter  
 2. Use 8' Inlet  
 Intercept Only Part of Flow

#### Use 8' Inlet

Enter Graph at  $L_i = 8'$   
 Intersect Slope = 2.0 %  
 Read  $Q = 4.2$  cfs  
 Remaining Gutter Flow =  
 $4.4 \text{ cfs} - 4.2 \text{ cfs} = 0.2 \text{ cfs}$

**RECESSED AND STANDARD  
 CURB OPENING INLET  
 CAPACITY CURVES  
 ON GRADE**

FIGURE 8



### EXAMPLE

#### Known:

Pavement Width = 44'  
 Gutter Slope = 0.6 %  
 6" Parabolic Crown  
 Gutter Flow = 6.0 cfs

#### Find:

Length of Inlet Required ( $L_i$ )

#### Solution:

Enter Graph at 6.0 cfs  
 Intersect Slope = 0.6 %  
 Read  $L_i = 8.9'$

#### Decision:

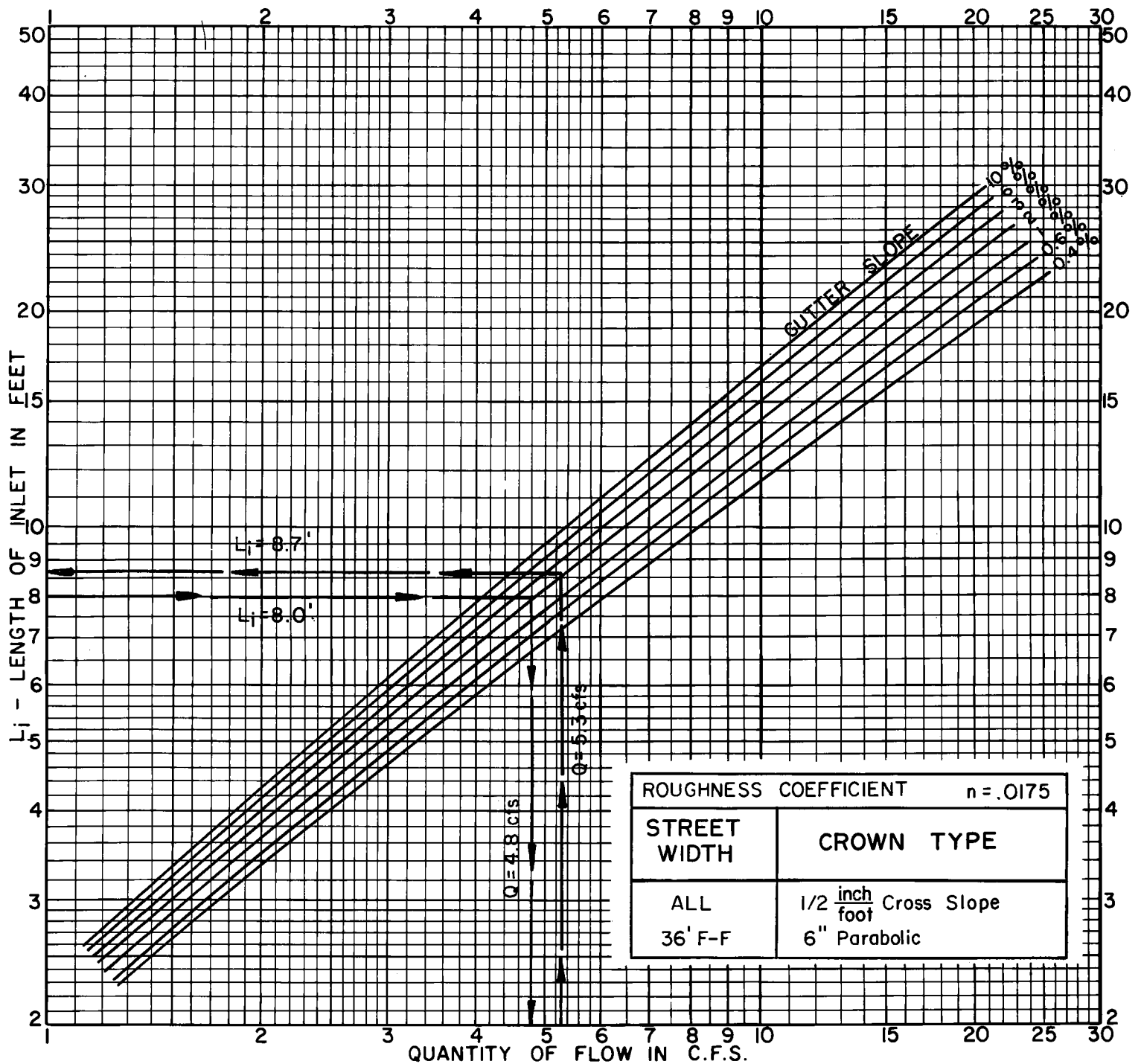
1. Use 10' Inlet  
No Flow Remains in Gutter
2. Use 8' Inlet  
Intercept Only Part of Flow

#### Use 8' Inlet

Enter Graph at  $L_i = 8'$   
 Intersect Slope = 0.6 %  
 Read  $Q = 5.2 \text{ cfs}$   
 Remaining Gutter Flow =  
 $6.0 \text{ cfs} - 5.2 \text{ cfs} = 0.8 \text{ cfs}$

**RECESSED AND STANDARD  
 CURB OPENING INLET  
 CAPACITY CURVES  
 ON GRADE**

**FIGURE 9**



### EXAMPLE

#### Known:

Pavement Width = 36'  
 Gutter Slope = 2%  
 6" Parabolic Crown  
 Gutter Flow = 5.3 cfs

#### Find:

Length of Inlet Required ( $L_i$ )

#### Solution:

Enter Graph at 5.3 cfs  
 Intersect Slope = 2%  
 Read  $L_i = 8.7'$

#### Decision:

1. Use 10' Inlet  
No Flow Remains in Gutter
2. Use 8' Inlet

Intercept Only Part of Flow

Use 8' Inlet

Enter Graph at  $L_i = 8'$

Intersect Slope = 2%

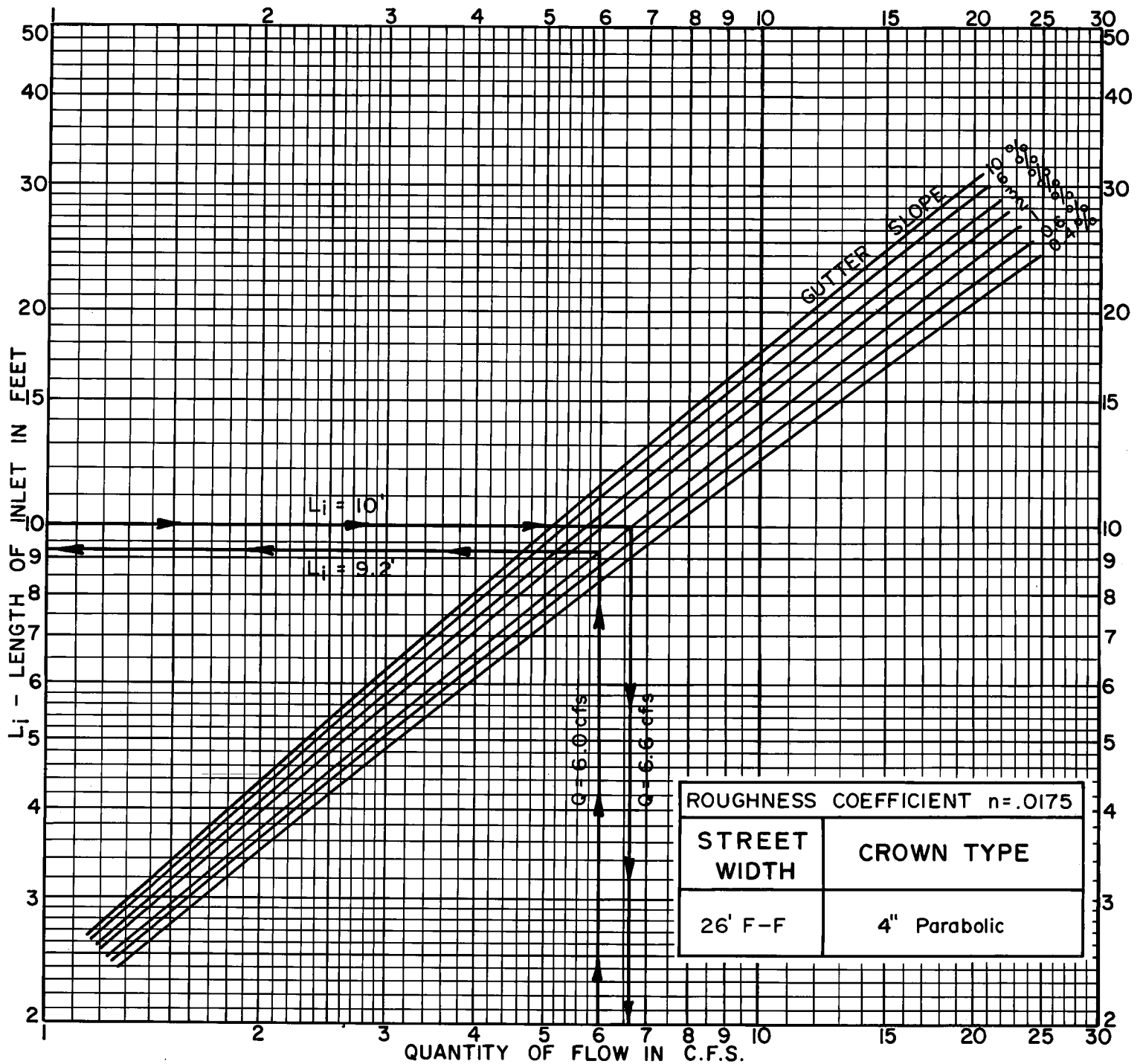
Read  $Q = 4.8$  cfs

Remaining Gutter Flow =

$5.3 \text{ cfs} - 4.8 \text{ cfs} = 0.5 \text{ cfs}$

**RECESSED AND STANDARD  
 CURB OPENING INLET  
 CAPACITY CURVES  
 ON GRADE**

FIGURE 10



### EXAMPLE

#### Known:

Pavement Width = 26'  
 Gutter Slope = 1%  
 4" Parabolic Crown  
 Gutter Flow = 6.0 cfs

#### Find:

Length of Inlet Required ( $L_i$ )

#### Solution:

Enter Graph at 6.0 cfs  
 Intersect Slope = 1%  
 Read  $L_i = 9.2'$

#### Decision:

1. Use 10' Inlet  
No Flow Remains in Gutter
2. Use 8' Inlet  
Intercept Only Part of Flow

Use 10' Inlet

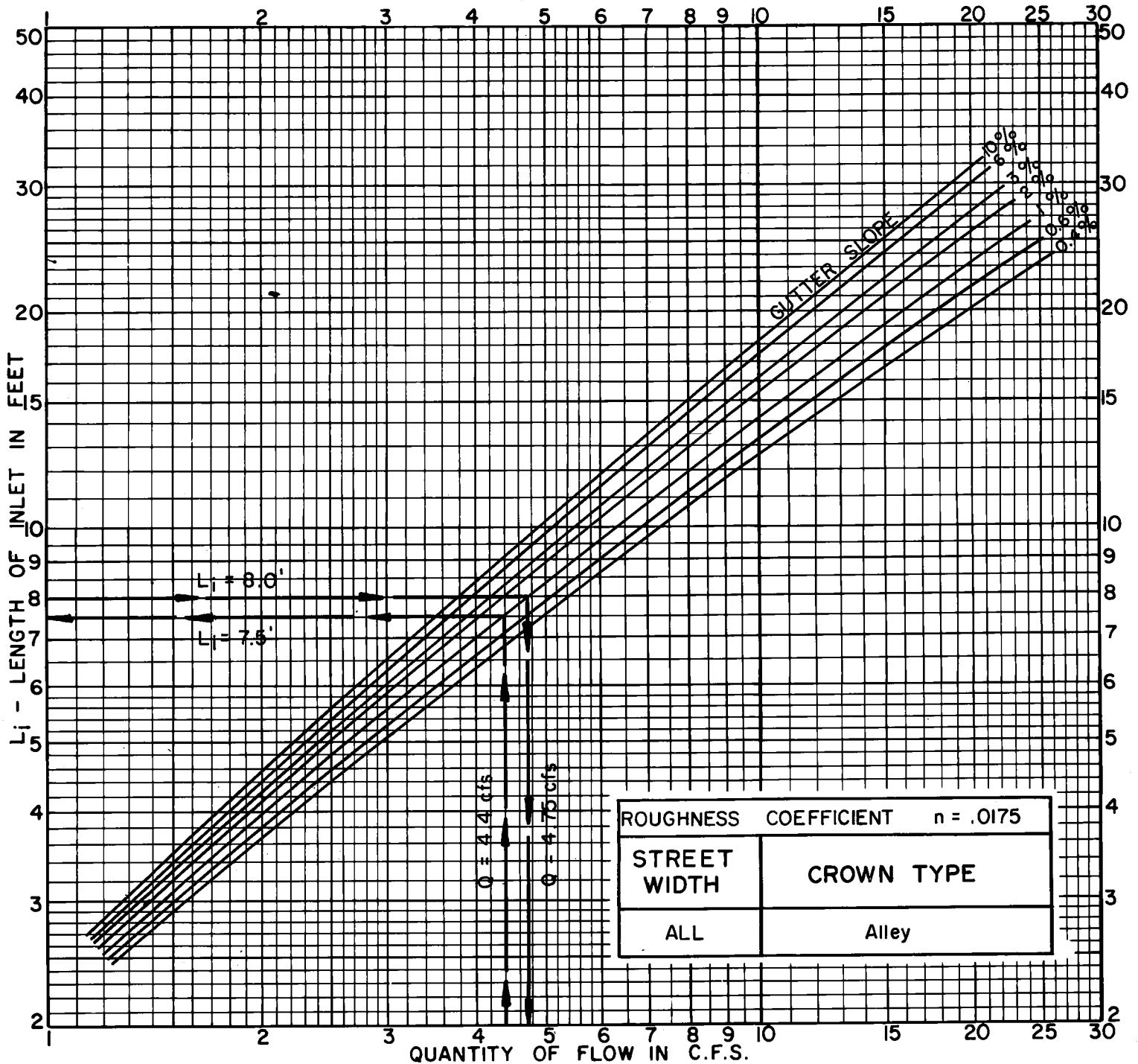
Enter Graph at  $L_i = 10'$

Intersect Slope = 1%

Read  $Q = 6.6$  cfs

No Flow Remains in Gutter

**RECESSED AND STANDARD  
 CURB OPENING INLET  
 CAPACITY CURVES  
 ON GRADE**



### EXAMPLE

#### Known:

Pavement Width = 16'  
 Gutter Slope = 1%  
 Pavement Cross Slope = 1/4"/1'  
 Gutter Flow = 4.4 cfs

#### Find:

Length of Inlet Required ( $L_i$ )

#### Solution:

Enter Graph at 4.4 cfs  
 Intersect Slope = 1%  
 Read  $L_i = 7.5'$

#### Decision:

1. Use 8' Inlet  
 No Flow Remains in Gutter  
 2. Use 6' Inlet  
 Intercept Only Part of Flow  
 Use 8' Inlet

Enter Graph at  $L_i = 8'$   
 Intersect Slope = 1%  
 Read  $Q = 4.75$  cfs  
 No Flow Remains in Gutter

**RECESSED AND STANDARD  
 CURB OPENING INLET  
 CAPACITY CURVES  
 ON GRADE**

FIGURE 12

## EXAMPLE

### Known:

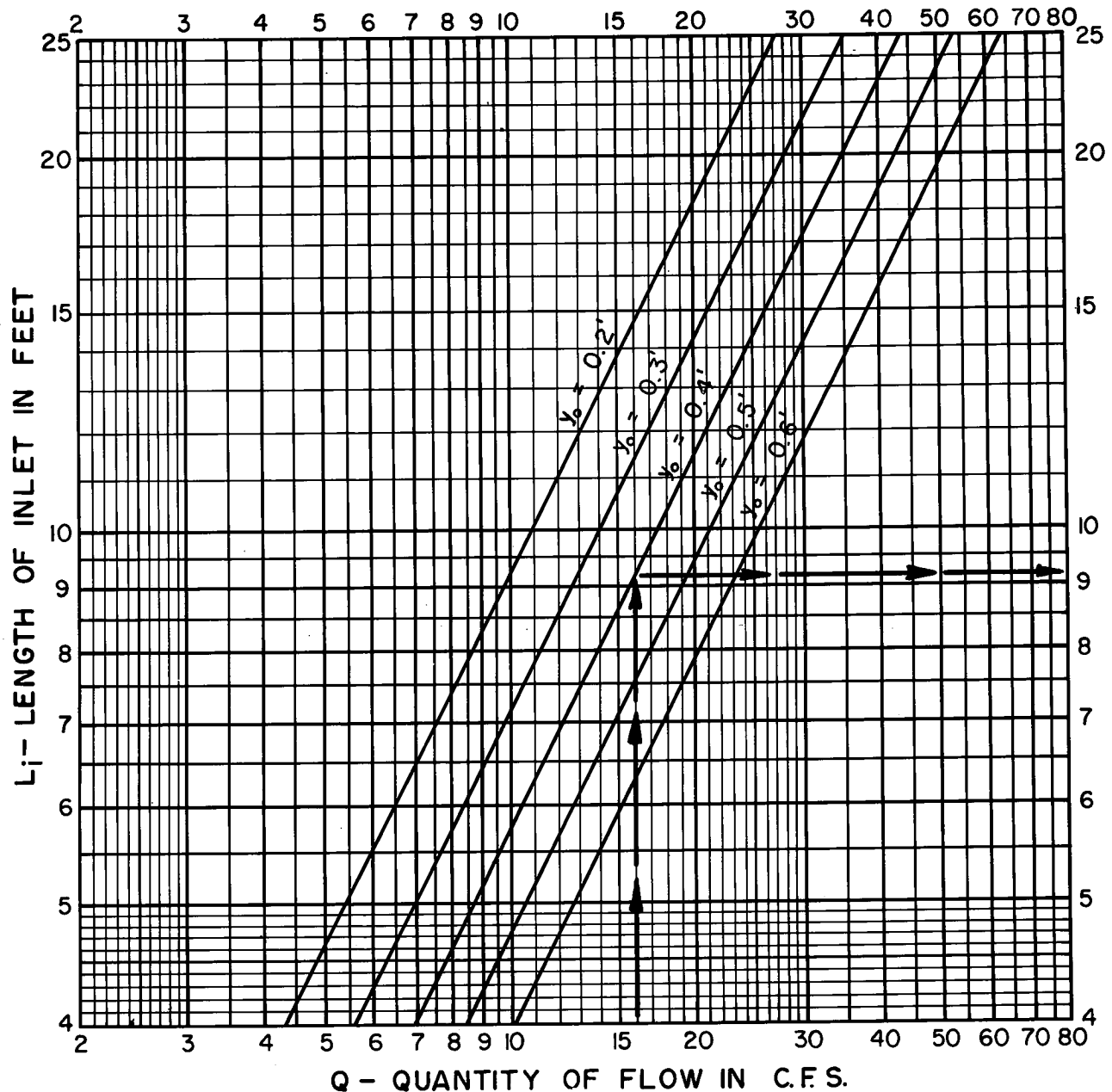
Quantity of Flow = 16.0 c.f.s.  
Maximum Depth of Flow Desired  
in Gutter At Low Point ( $y_o$ ) = 0.4'

### Find:

Length of Inlet Required ( $L_i$ )

### Solution:

Enter Graph at 16.0 c.f.s.  
Intersect  $y_o = 0.4'$   
Read  $L_i = 9.2'$   
Use 10' Inlet



ROUGHNESS COEFFICIENT $n = .0175$	
STREET WIDTH	CROWN TYPE
ALL	Straight and Parabolic

RECESSED AND STANDARD  
CURB OPENING INLET  
CAPACITY CURVES  
AT LOW POINT

FIGURE 13

## EXAMPLE

### Known:

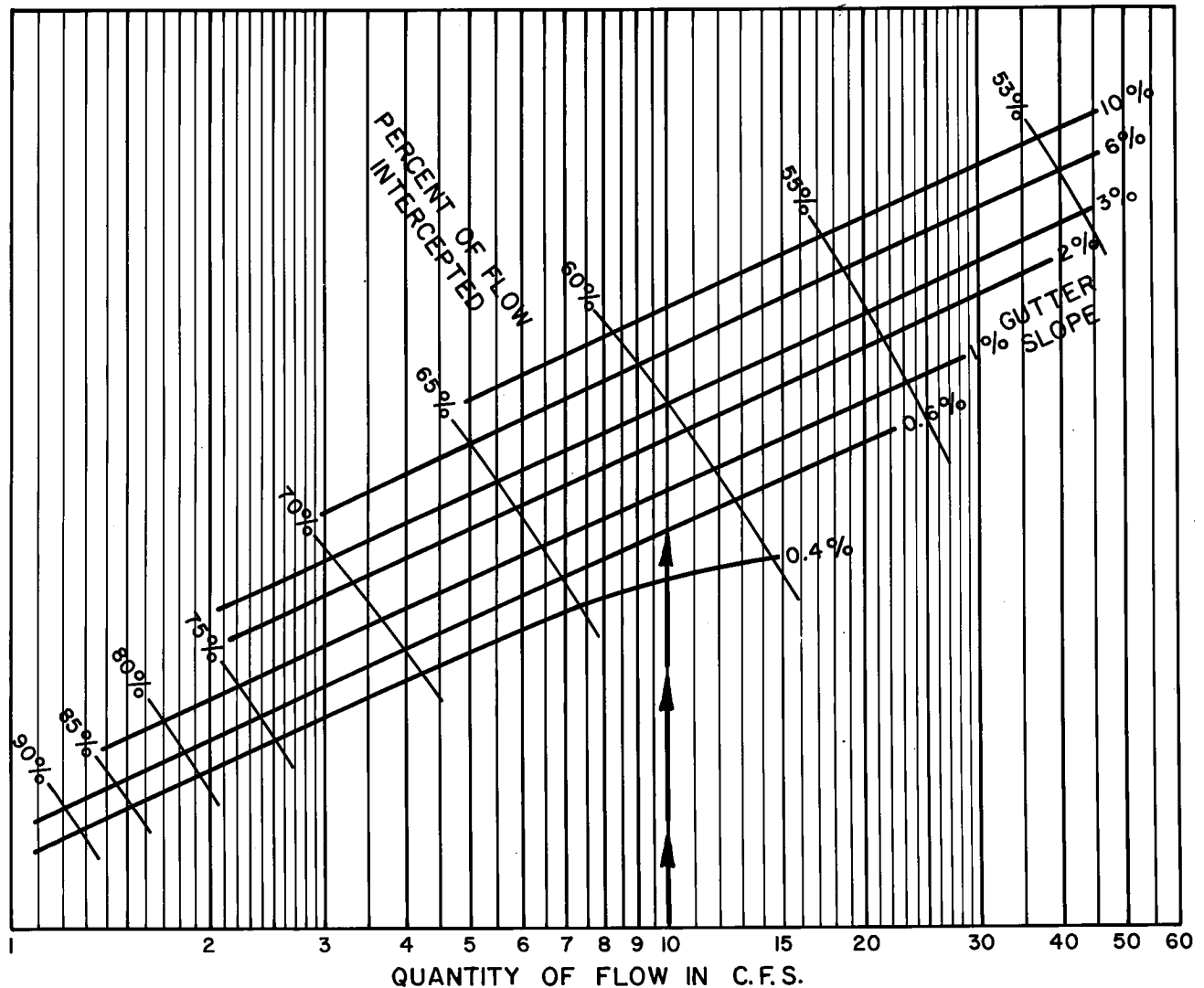
Quantity of Flow = 10.0 c.f.s.  
Gutter Slope = 0.6 %

### Find:

Capacity of Two Grate Combination  
Inlet

### Solution:

Enter Graph at 10.0 c.f.s.  
Intersect Slope = 0.6 %  
Read Percent of Flow  
Intercepted = 62 %  
62 % of 10.0 c.f.s. = 6.2 c.f.s.  
as Capacity of Two Grate  
Combination Inlet  
Remaining Gutter Flow =  
10.0 c.f.s. - 6.2 c.f.s. = 3.8 c.f.s.



TWO GRATE COMBINATION INLET  
CAPACITY CURVES  
ON GRADE

## EXAMPLE

### Known:

Quantity of Flow = 6.0 c.f.s.

Gutter Slope = 1.0 %

### Find:

Capacity of Four Grate Combination  
Inlet

### Solution:

Enter Graph at 6.0 c.f.s.

Intersect Slope = 1.0 %

Read Percent of Flow

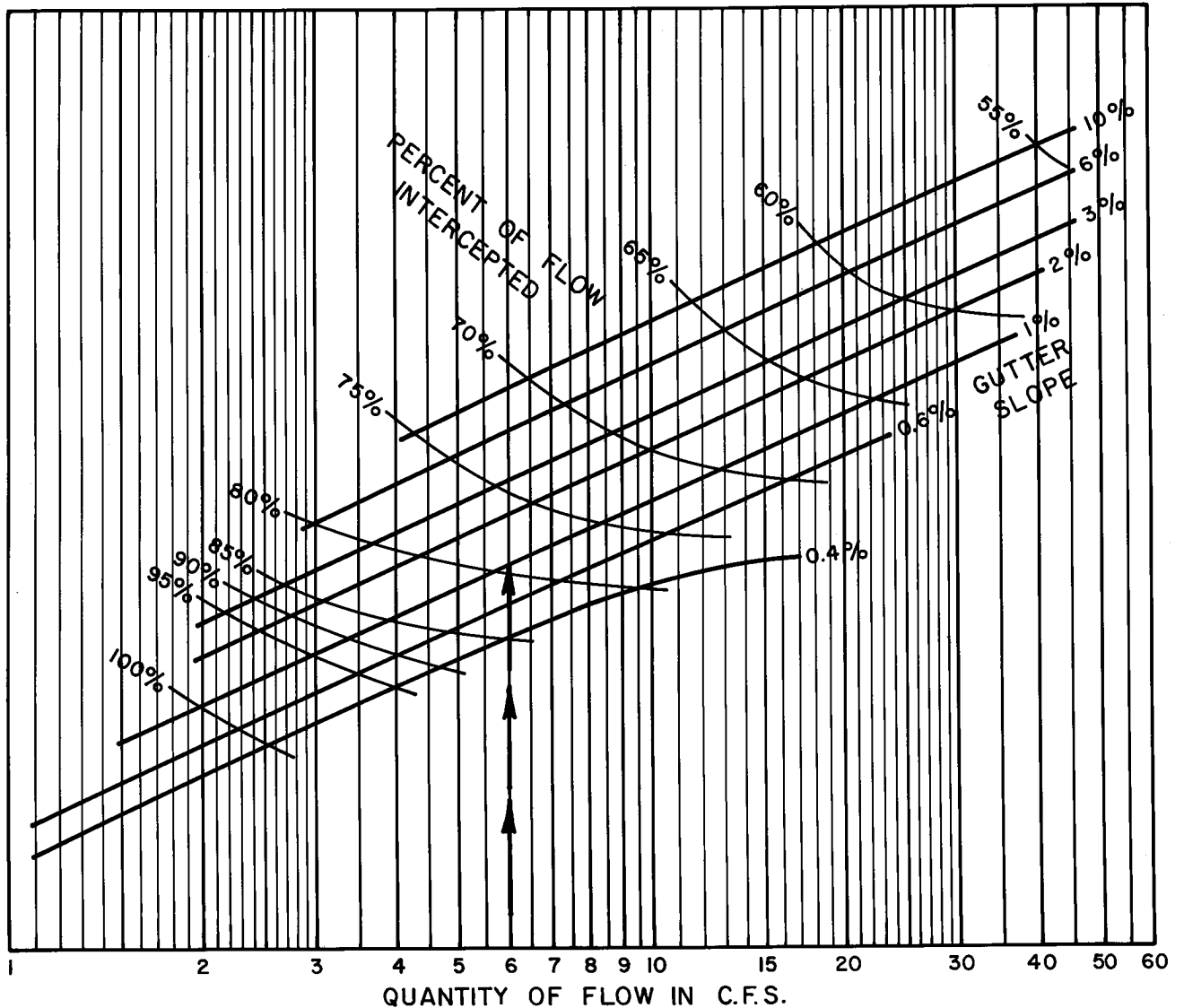
Intercepted = 79 %

79 % of 6.0 c.f.s. = 4.7 c.f.s.

as Capacity of Four Grate  
Combination Inlet

Remaining Gutter Flow =

6.0 c.f.s. - 4.7 c.f.s. = 1.3 c.f.s.



FOUR GRATE COMBINATION INLET  
CAPACITY CURVES  
ON GRADE



## EXAMPLE

### Known:

Quantity of Flow = 8.0 c.f.s.

Gutter Slope = 0.4%

### Find:

Capacity of Three Grate Inlet

### Solution:

Enter Graph at 8.0 c.f.s.

Intersect Slope = 0.4%

Read Percent of Flow

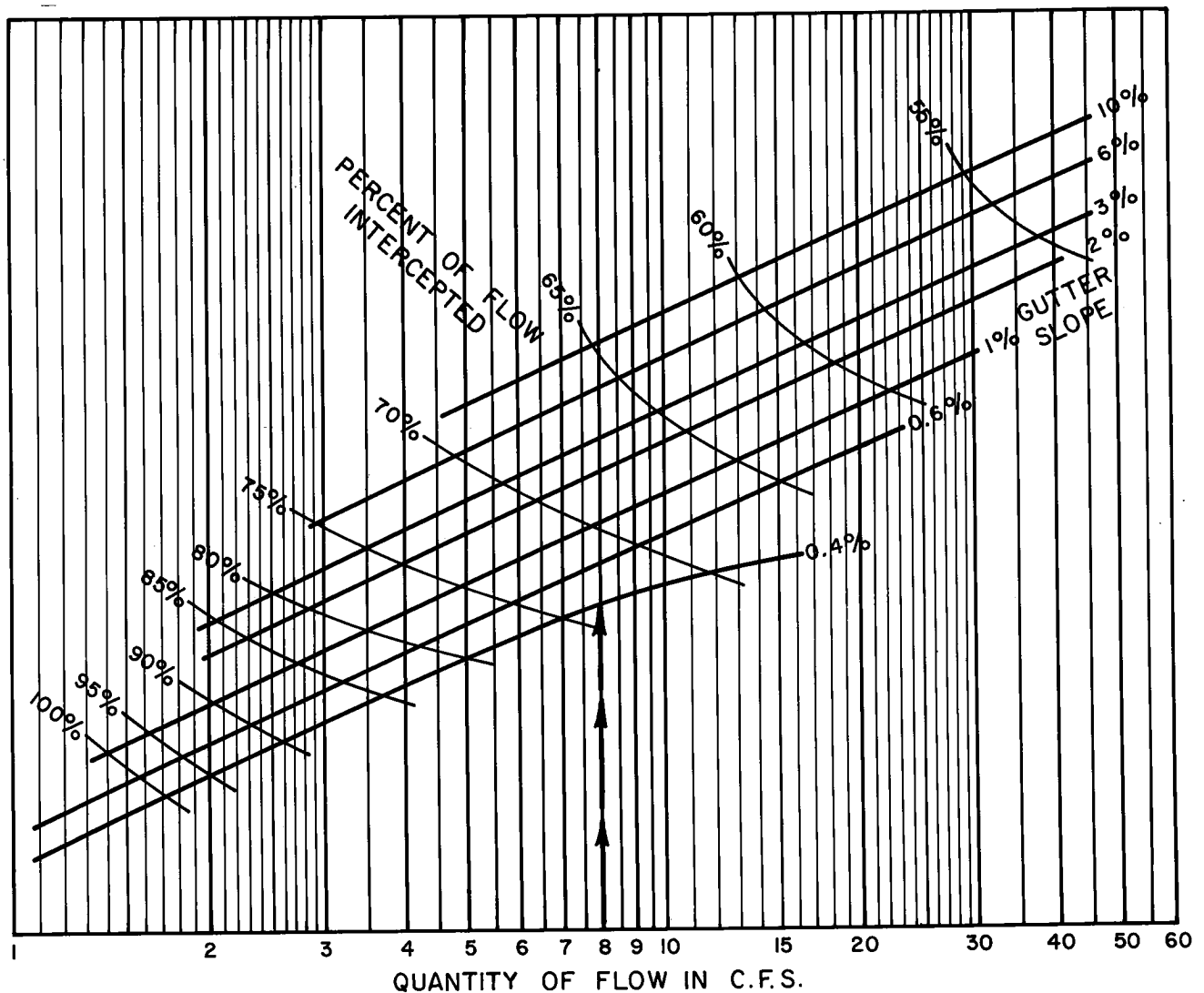
Intercepted = 74 %

74 % of 8.0 c.f.s. = 5.9 c.f.s.

as Capacity of Three Grate Inlet

Remaining Gutter Flow =

8.0 c.f.s. - 5.9 c.f.s. = 2.1 c.f.s.



THREE GRATE INLET AND  
THREE GRATE COMBINATION INLET  
CAPACITY CURVES  
ON GRADE

## EXAMPLE

### Known:

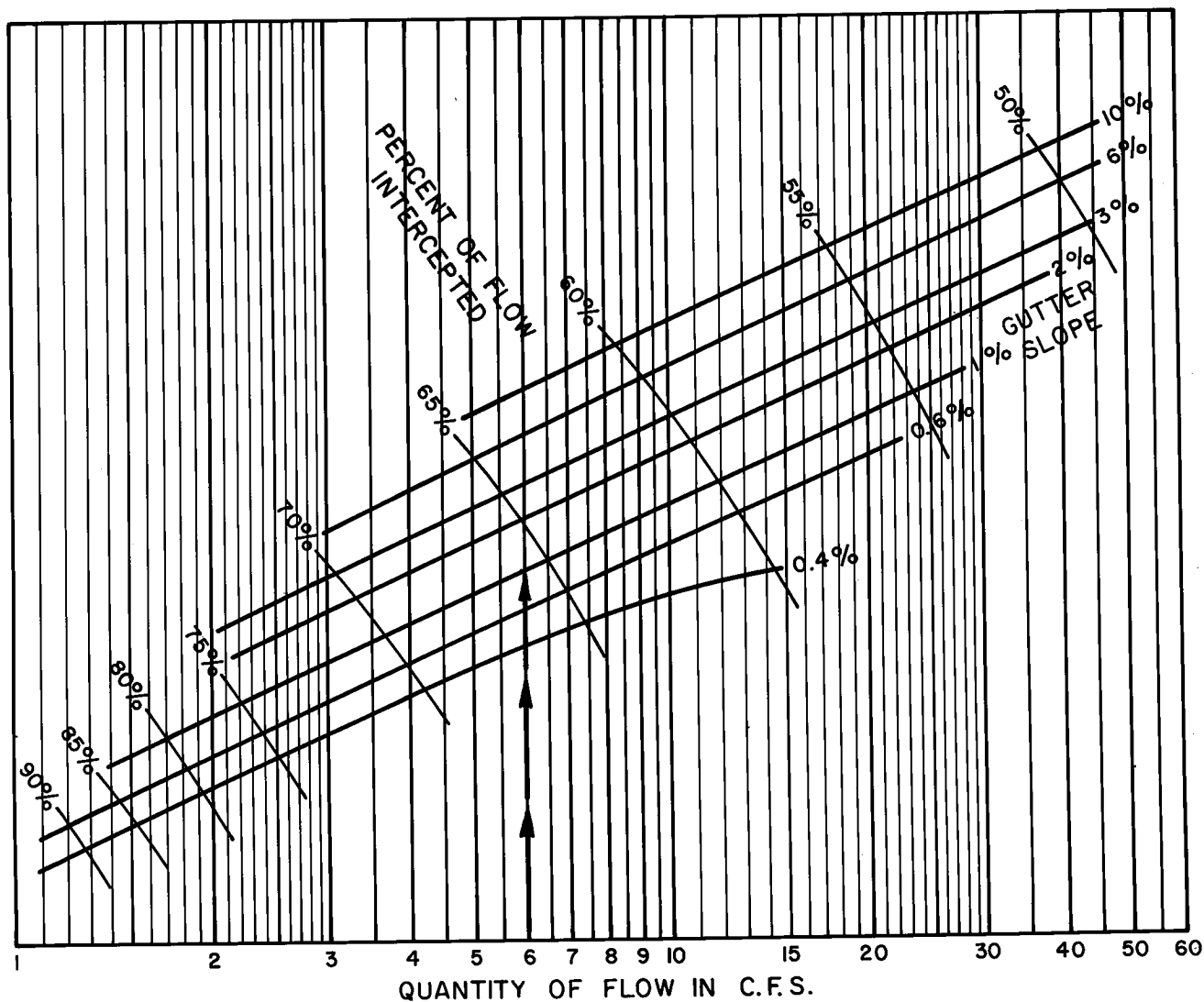
Quantity of Flow = 6.0 c.f.s.  
Gutter Slope = 1.0%

### Find:

Capacity of Two Grate Inlet

### Solution:

Enter Graph at 6.0 c.f.s.  
Intersect Slope = 1.0%  
Read Percent of Flow  
Intercepted = 66%  
66% of 6.0 c.f.s. = 4.0 c.f.s.  
as Capacity of Two Grate Inlet  
Remaining Gutter Flow =  
6.0 c.f.s. - 4.0 c.f.s. = 2.0 c.f.s.



TWO GRATE INLET  
CAPACITY CURVES  
ON GRADE

## EXAMPLE

### Known:

Quantity of Flow = 6.0 c.f.s.

Gutter Slope = 1.0%

### Find:

Capacity of Four Grate Inlet

### Solution:

Enter Graph at 6.0 c.f.s.

Intersect Slope = 1.0%

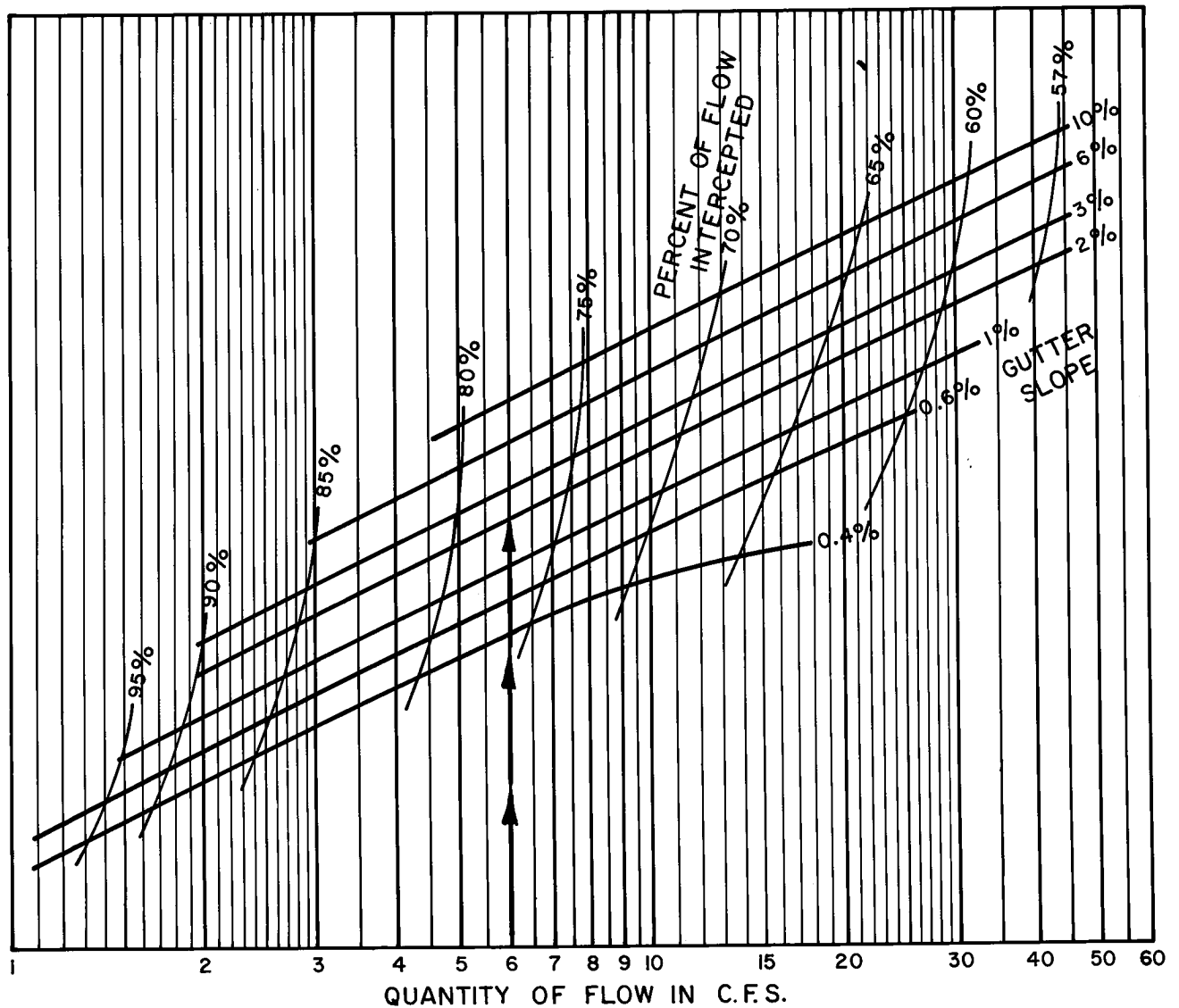
Read Percent of Flow Intercepted = 77%

77% of 6.0 c.f.s. = 4.6 c.f.s.

as Capacity of Four Grate Inlet

Remaining Gutter Flow =

6.0 c.f.s. - 4.6 c.f.s. = 1.4 c.f.s.



FOUR GRATE INLET  
CAPACITY CURVES  
ON GRADE

## EXAMPLE

### Known:

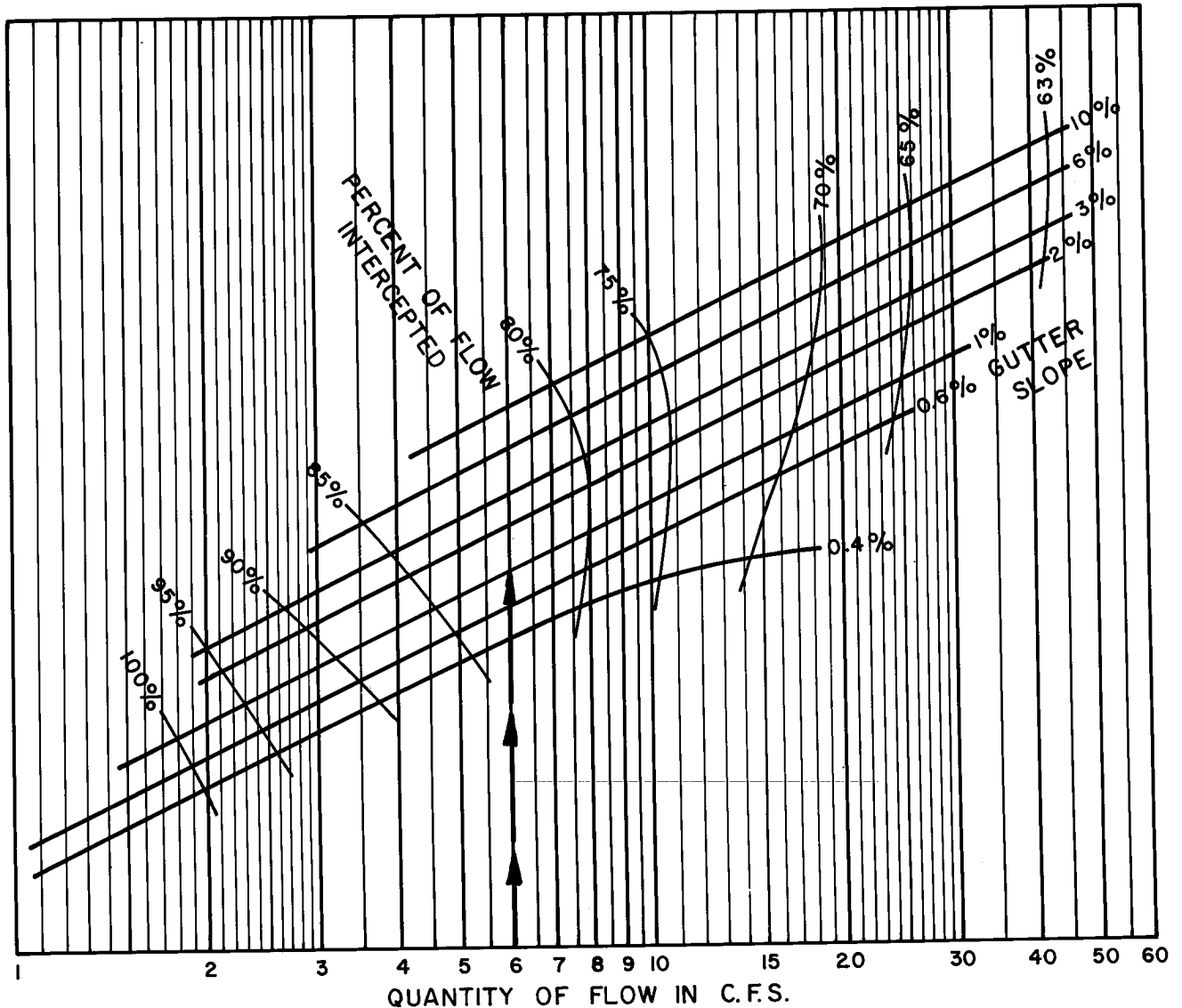
Quantity of Flow = 6.0 c.f.s.  
Gutter Slope = 1.0%

### Find:

Capacity of Six Grate Inlet

### Solution:

Enter Graph at 6.0 c.f.s.  
Intersect Slope = 1.0%  
Read Percent of Flow  
Intercepted = 82%  
82 % of 6.0 c.f.s. = 4.9 c.f.s.  
as Capacity of Six Grate Inlet  
Remaining Gutter Flow =  
6.0 c.f.s. - 4.9 c.f.s. = 1.1 c.f.s.



SIX GRATE INLET  
CAPACITY CURVES  
ON GRADE

# EXAMPLE

## Known:

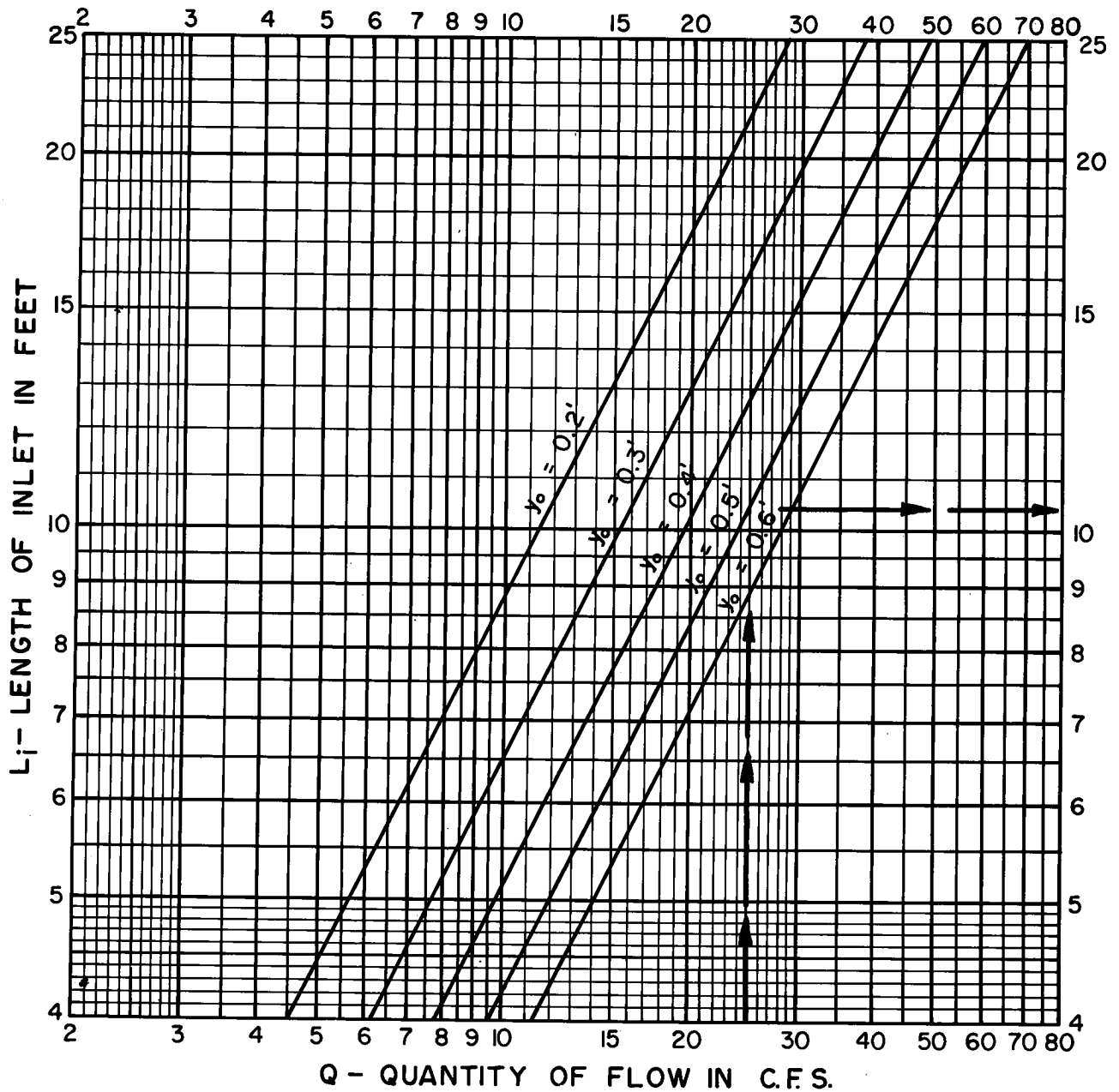
Quantity of Flow = 25.0 c.f.s.  
Maximum Depth of Flow Desired  
At Low Point ( $y_o$ ) = 0.5'

## Find:

Length of Inlet Required ( $L_i$ )

## Solution:

Enter Graph at 25.0 c.f.s.  
Intersect  $y_o = 0.5'$   
Read  $L_i = 10.4'$   
Use 12' Inlet



ROUGHNESS COEFFICIENT $n = .0175$	
STREET WIDTH	CROWN TYPE
ALL	Straight and Parabolic

COMBINATION INLET  
CAPACITY CURVES  
AT LOW POINT

## EXAMPLE

### Known:

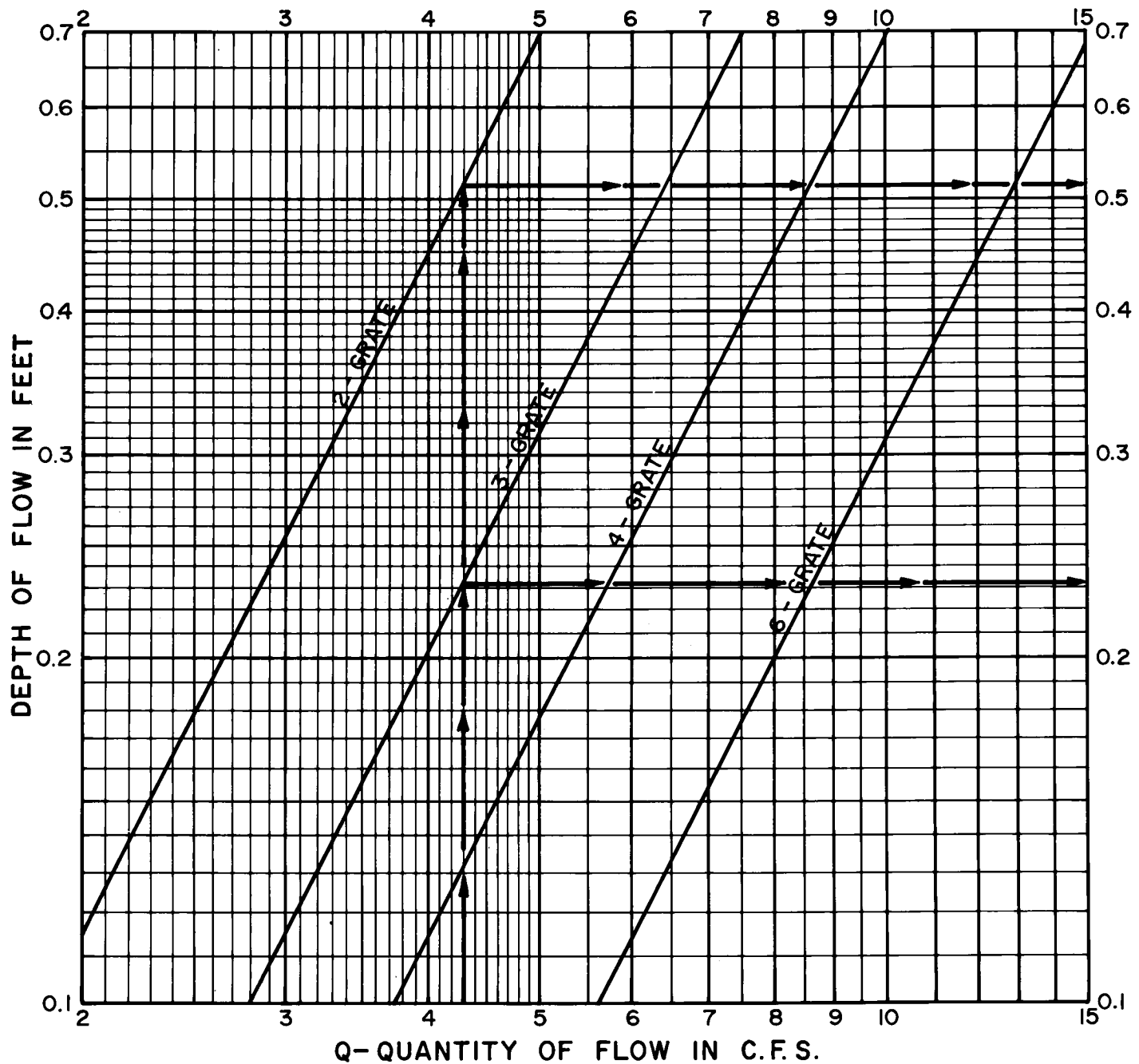
Quantity of Flow = 4.3 c.f.s.  
Maximum Depth of Flow Desired  
at Low Point = 0.3'

### Find:

Inlet Required

### Solution:

Enter Graph at 4.3 c.f.s.  
Intersect 3 - Grate at 0.23'  
Intersect 2 - Grate at 0.51'  
Use 3 - Grate



GRATE INLET  
CAPACITY CURVES  
AT LOW POINT

# EXAMPLE

## Known:

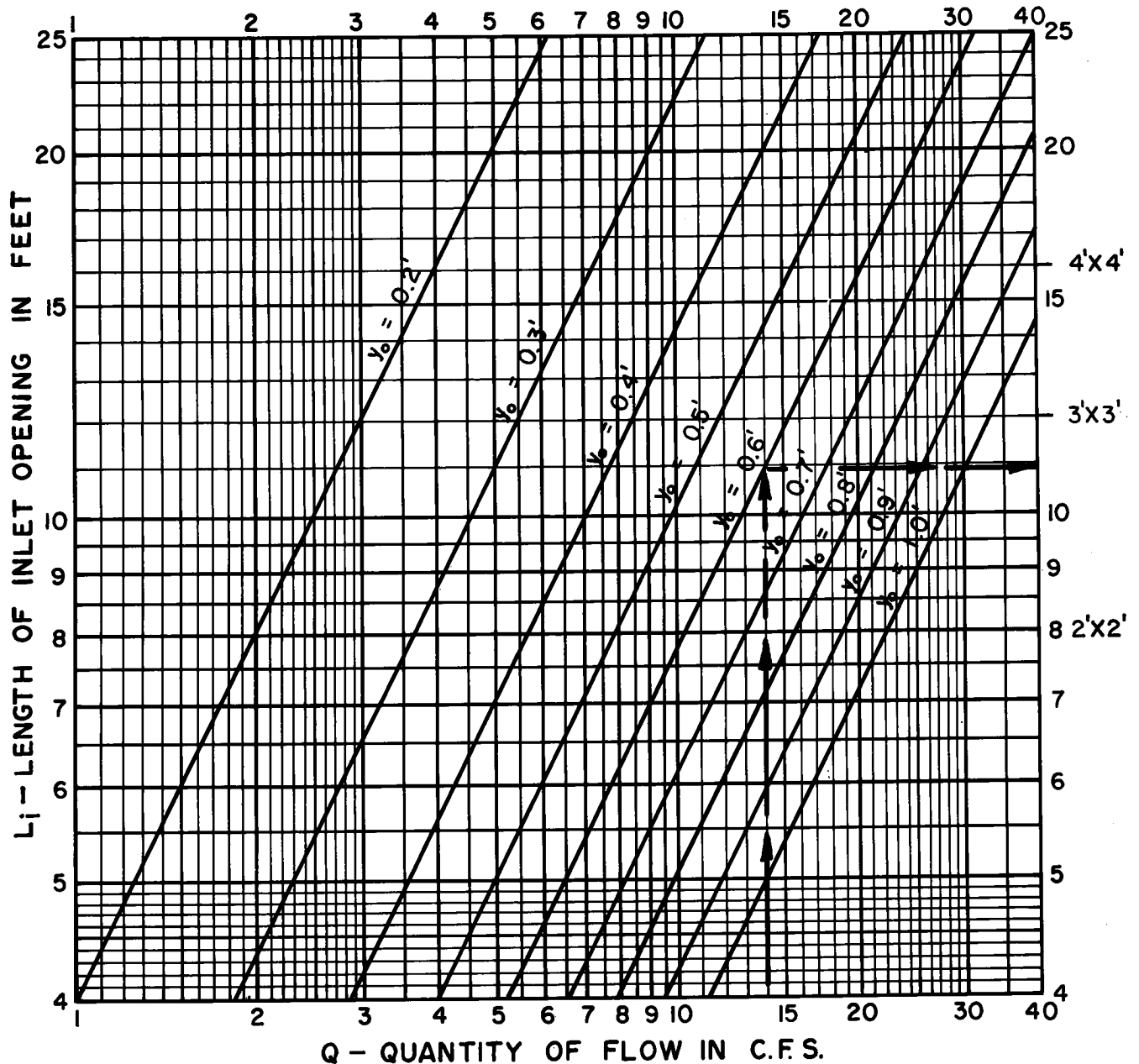
Quantity of Flow = 14.0 c.f.s.  
Maximum Depth of Flow Desired  
( $y_o$ ) = 0.6'

## Find:

Length of Inlet Opening Required ( $L_i$ )

## Solution:

Enter Graph at 14.0 c.f.s.  
Intersect  $y_o = 0.6'$   
Read  $L_i = 10.9'$   
Use 12' of Inlet; 3'x3'



## Standard Drop Inlet Sizes:

2'x2';  $L_i = 8'$   
3'x3';  $L_i = 12'$   
4'x4';  $L_i = 16'$

## DROP INLET CAPACITY CURVES AT LOW POINT

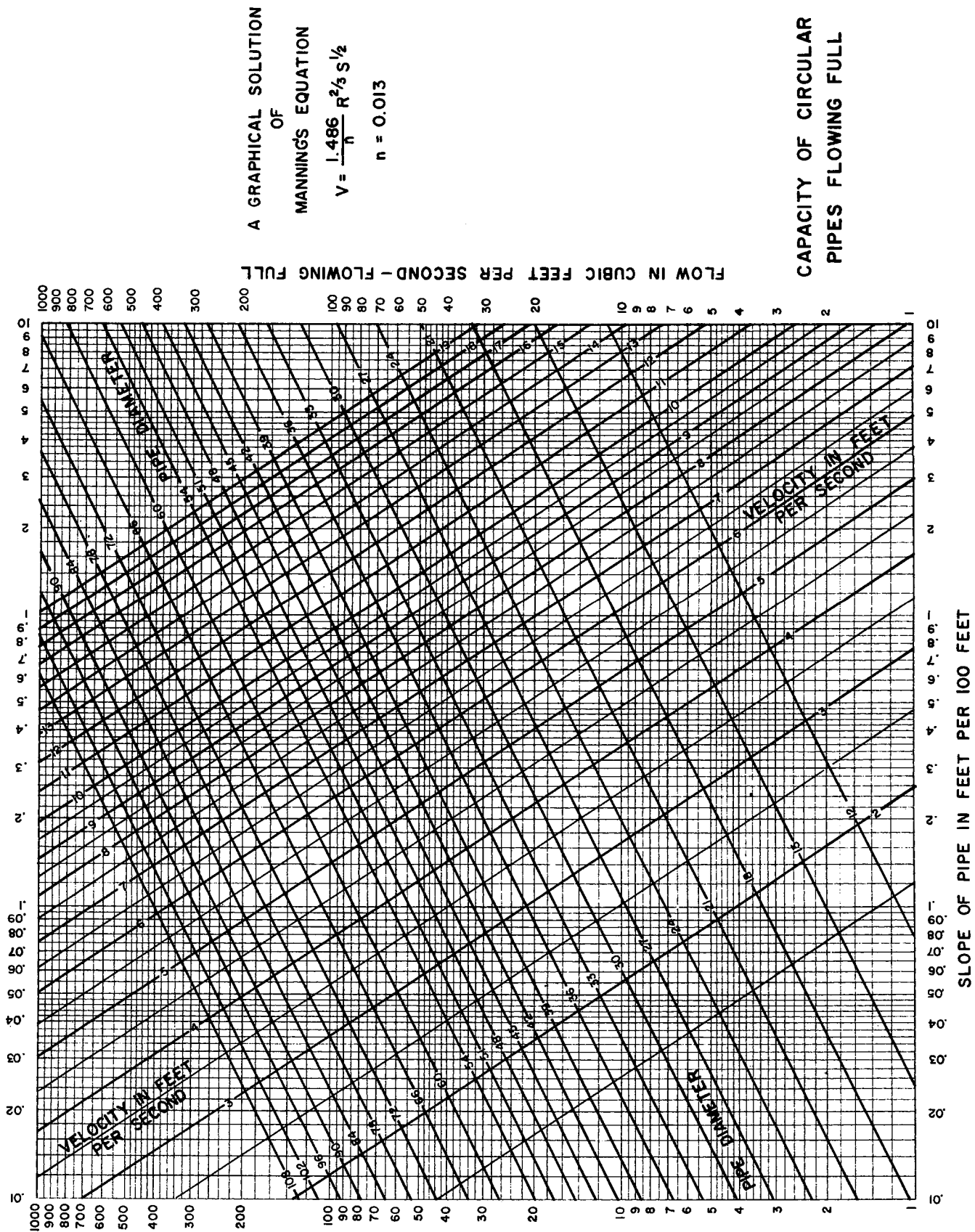
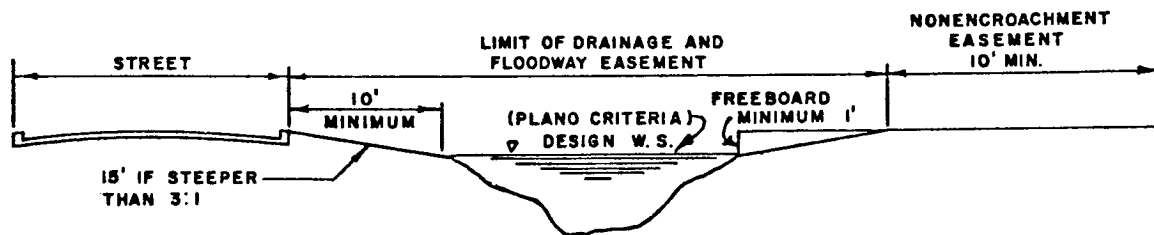


FIGURE 23



CREEKS MAY REMAIN IN OPEN NATURAL CONDITION IF:

- (1) THEY COMPLY WITH THE SUBDIVISION ORDINANCE;
- (2) TREE COVERAGE IS ADEQUATE TO BE ACCEPTABLE TO THE CITY
- (3) UNSANITARY OR UNACCEPTABLE DRAINAGE CONDITIONS DO NOT EXIST IN THE CREEK;
- (4) APPROVED BY THE CITY

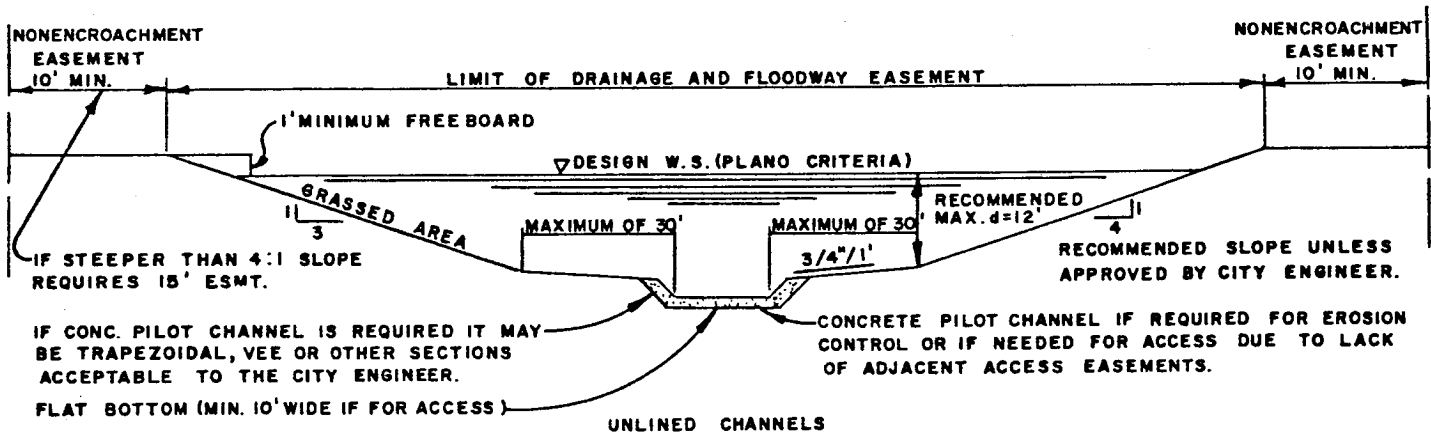


UNIMPROVED CHANNEL  
TYPE I - NATURAL

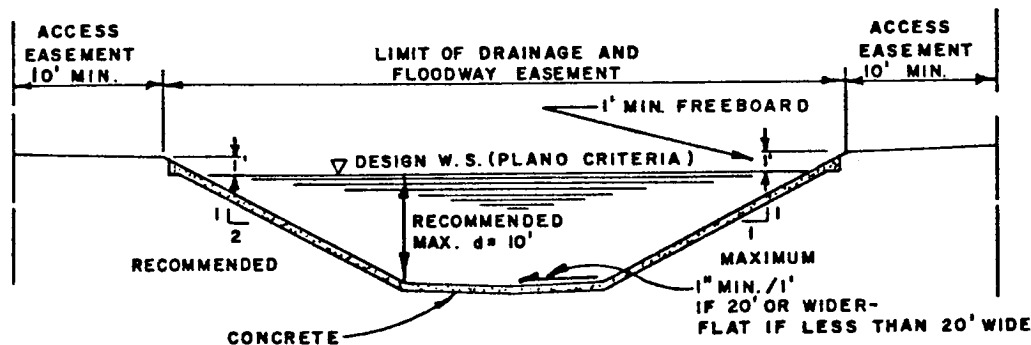
NOTE: TYPE I OR II - IF STEEPER THAN 3:1 SLOPE ABOVE DESIGN W.S., THE NON-ENCROACHMENT ESMT. SHALL BE 15 FEET WIDE TO PROVIDE A STABLE ACCESS ESMT., IF ACCESS HAS NOT OTHERWISE BEEN PROVIDED.

NOTE: A PARALLEL STREET IS RECOMMENDED ON AT LEAST ONE SIDE OF TYPE I CHANNELS IF THE DRAINAGE AND FLOODWAY IS DEDICATED TO PUBLIC USE.

NOTE: NO ENCROACHMENTS SHALL BE PERMITTED IN ACCESS EASEMENTS.



TYPE II - UNLINED WITH MAINTENANCE SECTION  
TYPICAL

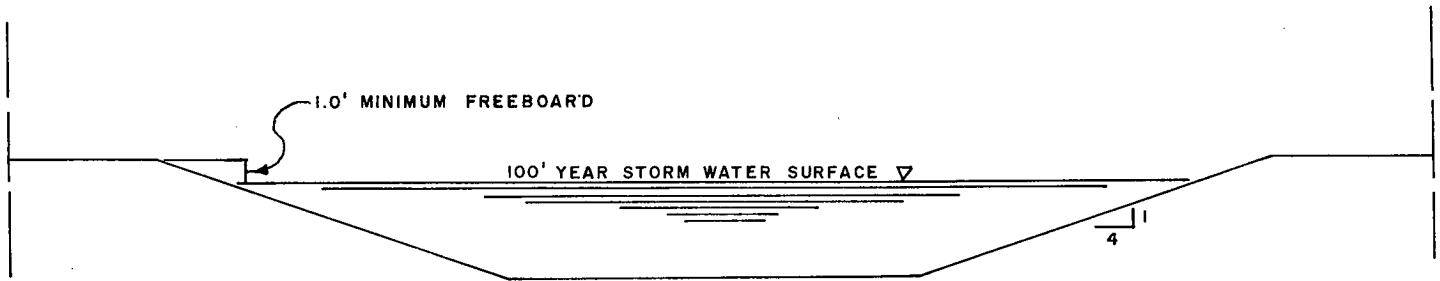


TYPE III - LINED

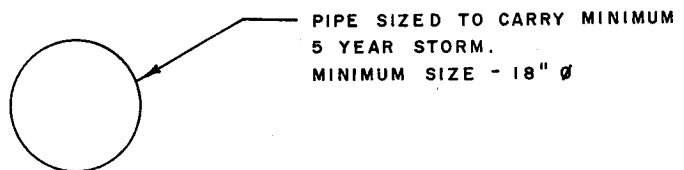
NOTE: WHEN CHANNEL IS DESIGNED USING PEAK DISCHARGE FLOWS FROM THE FLOOD INSURANCE STUDY, FREEBOARD MAY BE DELETED.

## OPEN CHANNEL TYPES

OPEN CHANNEL WITH PILOT PIPE  
ALTERNATIVE TYPE II



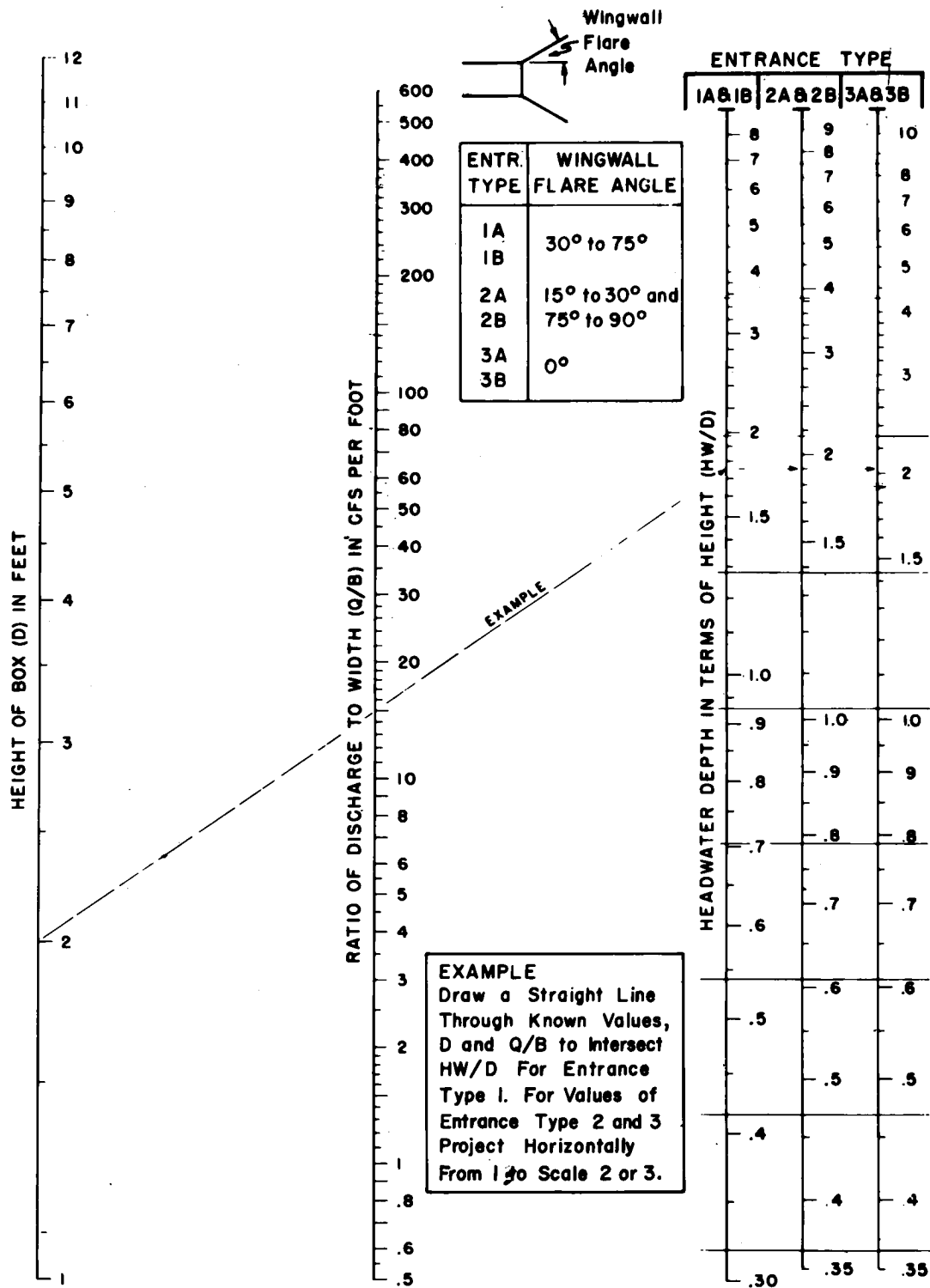
NOTE: Bank slopes and non-encroachment easement requirements same as for Type II.



NOTE: There are conditions due to the excessive capacity of the open ditch section where a pilot pipe carrying less than a five-year storm may be used if approved by the City Engineer.

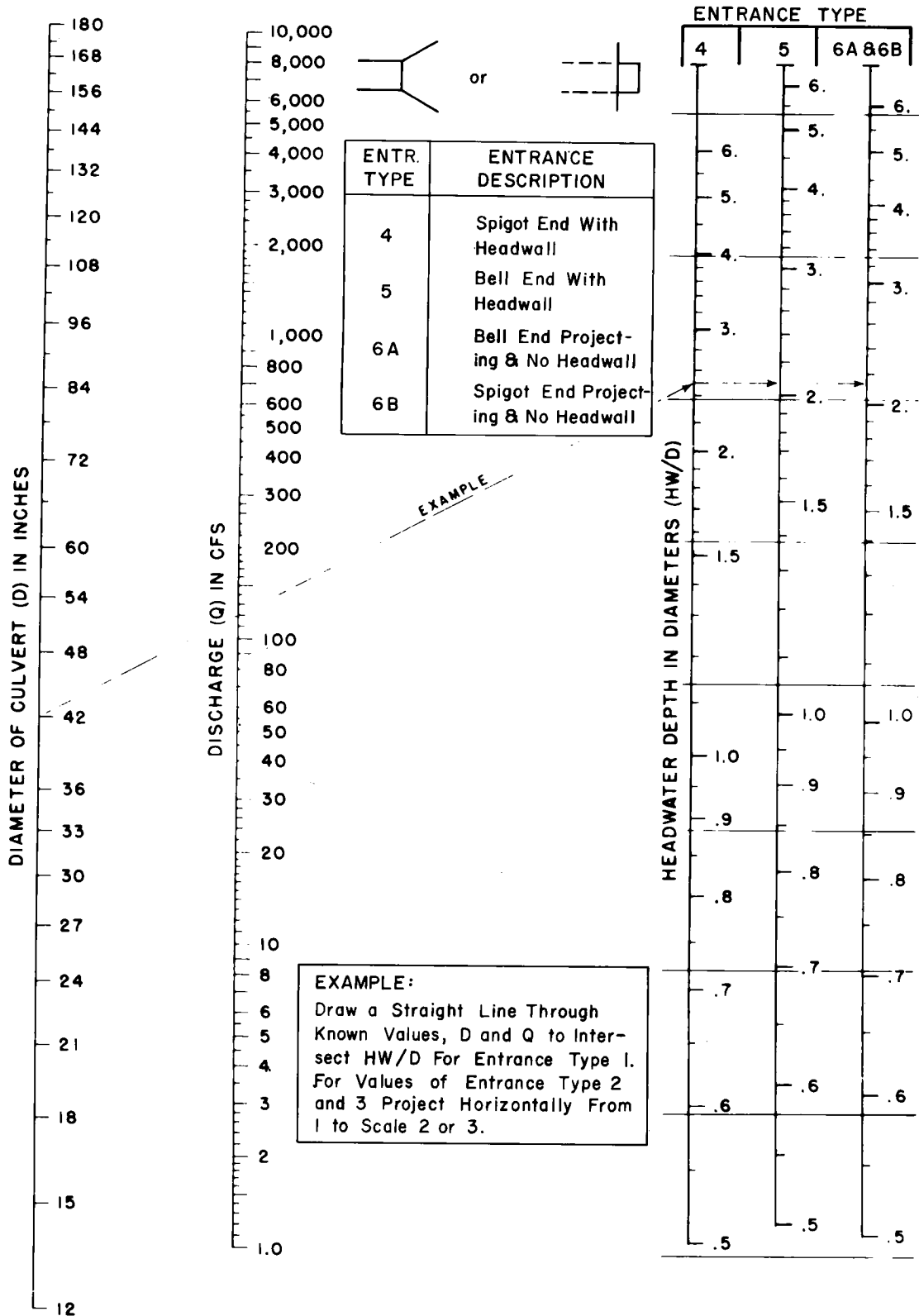
ALTERNATE OPEN  
CHANNEL TYPE II

FIGURE 24(B)

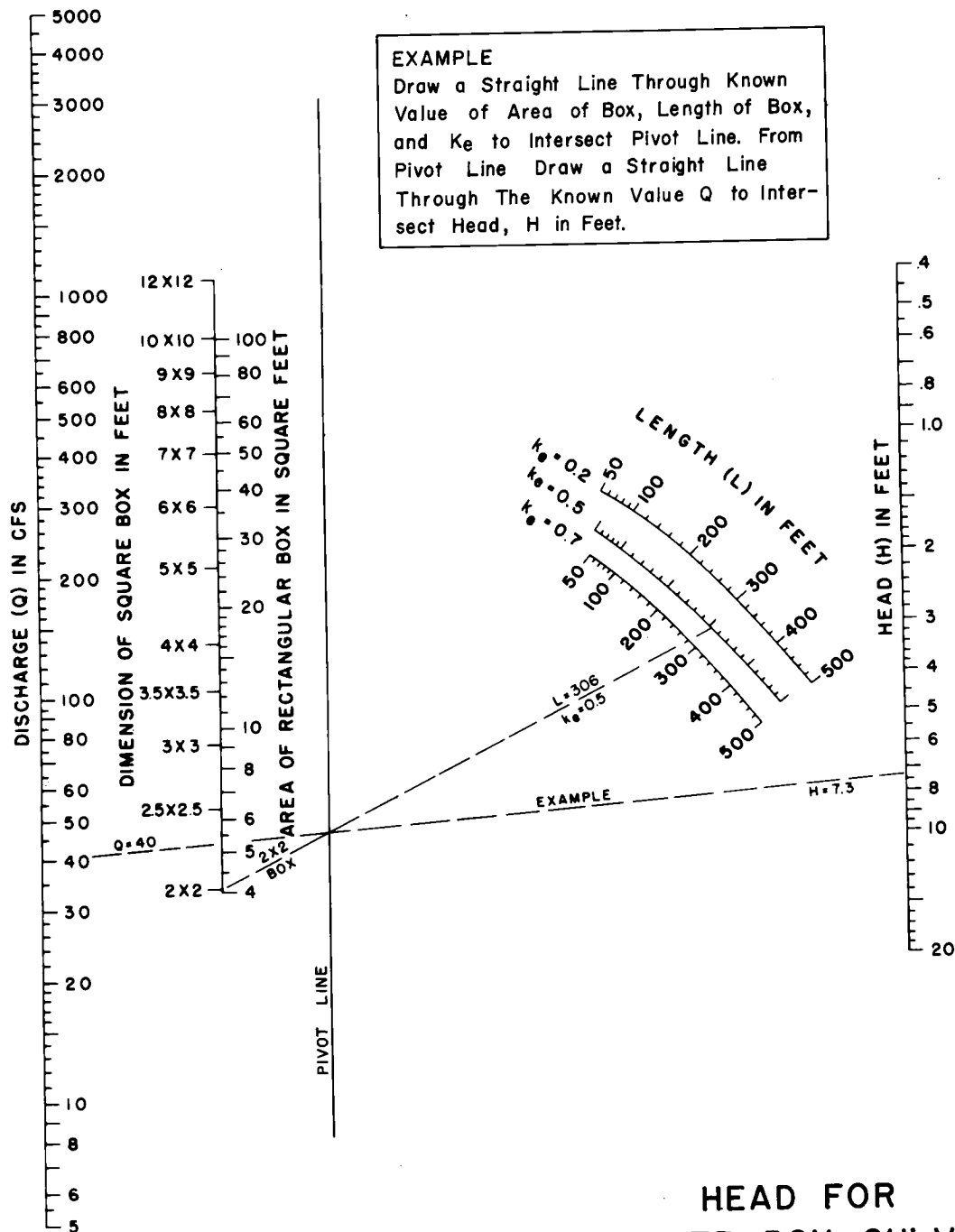


BUREAU OF PUBLIC ROADS JAN. 1963

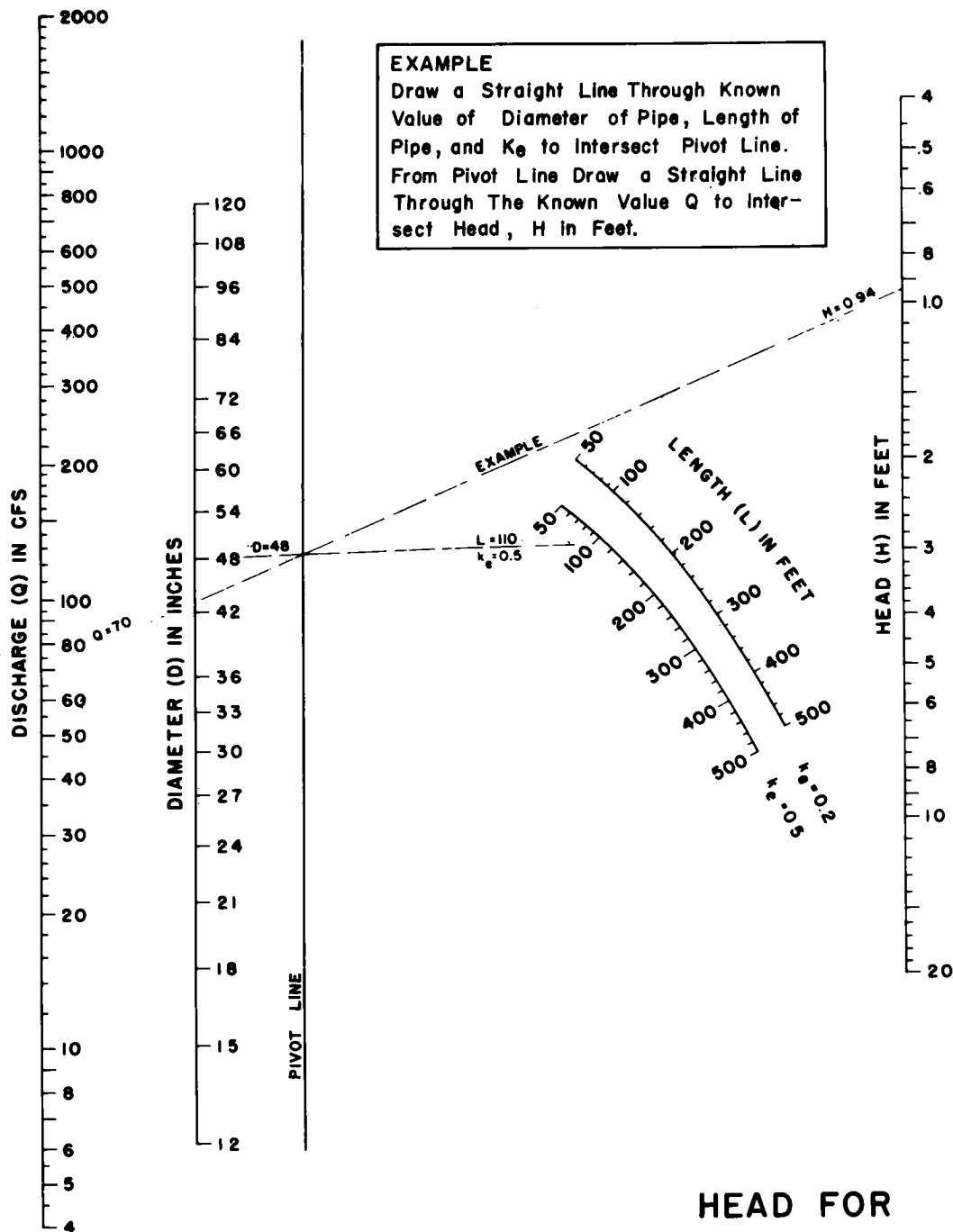
# HEADWATER DEPTH FOR CONCRETE BOX CULVERT WITH INLET CONTROL



HEADWATER DEPTH FOR  
CONCRETE PIPE CULVERTS  
WITH INLET CONTROL



HEAD FOR  
 CONCRETE BOX CULVERTS  
 FLOWING FULL  
 $n = 0.012$



HEAD FOR  
 CONCRETE PIPE CULVERTS  
 FLOWING FULL  
 $n = 0.012$

## EXAMPLE

### Known:

Discharge = 200 c.f.s.

Width of Conduit = 5'

$Q/B = 40$

### Find:

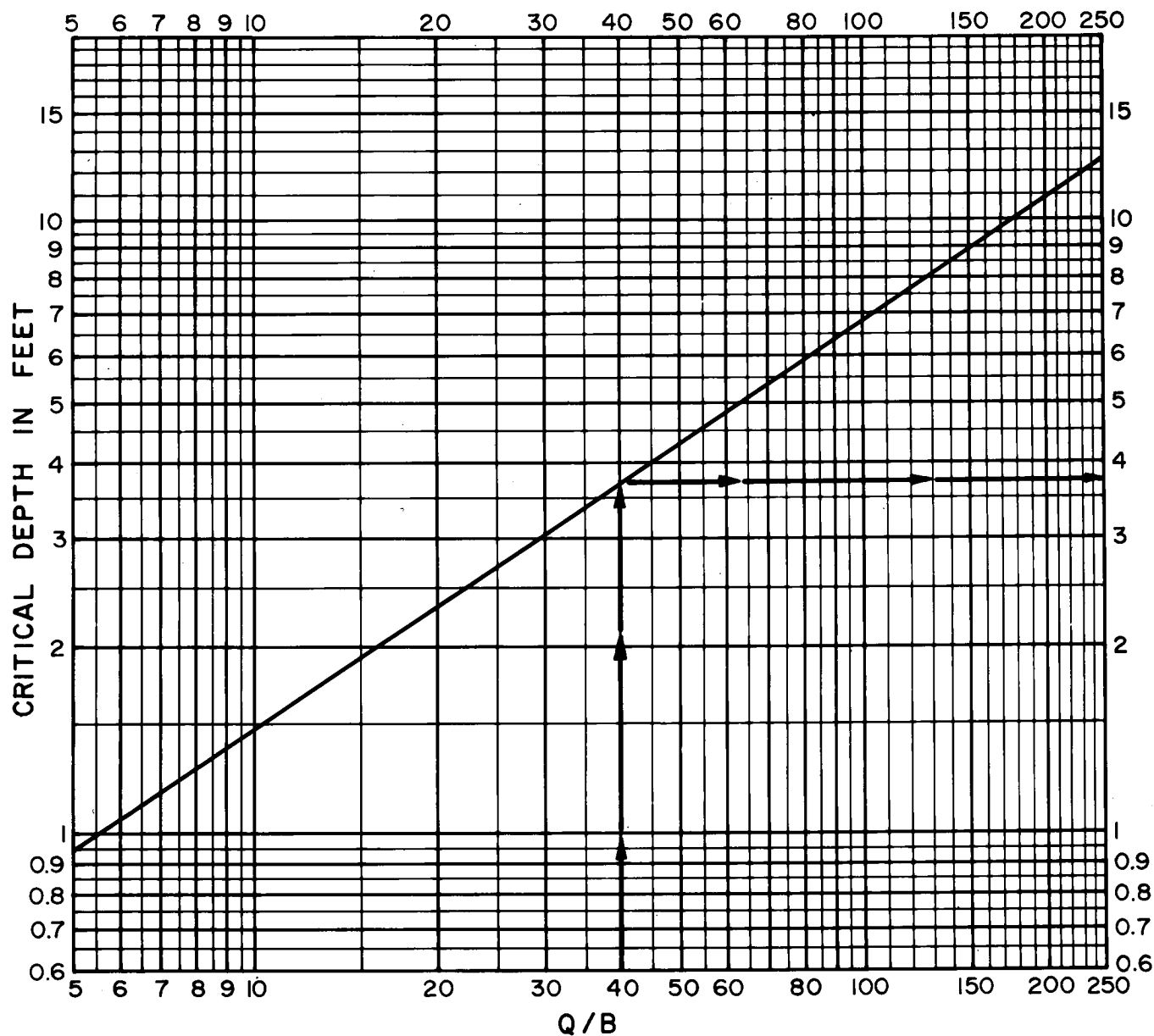
Critical Depth

### Solution:

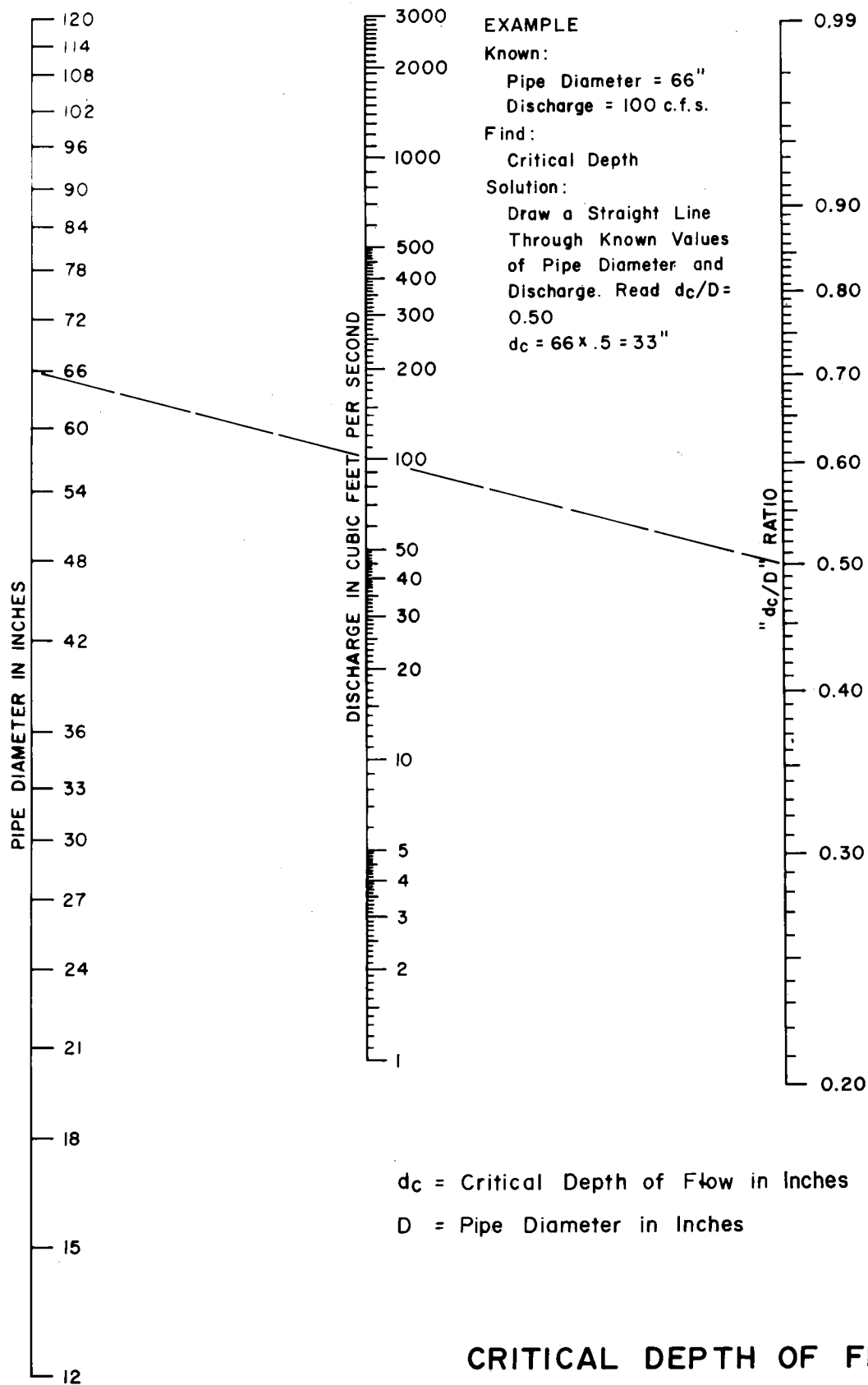
Enter Graph at  $Q/B = 40$

Intersect Critical Depth

at 3.7



CRITICAL DEPTH  
OF FLOW FOR  
RECTANGULAR CONDUITS





## VIII - LIST OF FORMS

### **Form**

- A. Storm Water Runoff Calculations
- B. Inlet Design Calculations
- C. Storm Sewer Calculations
- D. Water Surface Profile Calculations
- E. Open Channel Calculations
- F. Hydraulic Design of Culverts
- G. Bridge Design Calculations

**NOTE:** A copy of each applicable form must be submitted with the drainage plans to the City to review. Final plans must include these forms in the drainage plans.

## **STORM WATER RUNOFF CALCULATIONS - FORM "A"**

<b>Column 1</b>	Location of the drainage structure for which the runoff calculation is being made or a design point on an open channel.
<b>Columns 2 thru 6</b>	Are to be used in calculating runoff by the Rational Method.
<b>Column 2</b>	Obtained from TABLE 1, or FIGURE 2
<b>Column 3</b>	Using the appropriate Design Storm Frequency, and the Time of Concentration in Column 2, the Intensity is obtained from FIGURE 1.
<b>Column 4</b>	Size of the drainage area tributary to the point of design shown in Column 1.
<b>Column 5</b>	Taken from TABLE 1 and is a weighted composite value if several different zoning districts fall within the drainage area.
<b>Column 6</b>	Column 3 multiplied by Columns 4 and 5.
<b>Columns 7 thru 19</b>	Are to be used in calculating runoff by the Unit Hydrograph Method.
<b>Column 7</b>	Taken from TABLE 2.
<b>Column 8</b>	Measured distance along the stream course from the upper-most limit of the drainage area to the point of design shown in Column 1.
<b>Column 9</b>	Measured distance along the stream course from the point of design shown in Column 1 to the measured center of gravity of the drainage area.
<b>Column 10</b>	A computed value using the values shown in Columns 7, 8 and 9.
<b>Column 11</b>	Taken from TABLE 2.

<b>Column 12</b>	Column 11 divided by Column 10.
<b>Column 13</b>	Size of the drainage area tributary to the plant of design shown in Column 1.
<b>Column 14</b>	Column 12 multiplied by Column 13.
<b>Column 15</b>	Using the appropriate Design Storm Frequency and a duration of two hours, this value is obtained from FIGURE 1.
<b>Column 16</b>	Obtained by multiplying the value in Column 15 times two.
<b>Column 17</b>	Constant value of 1.11 inches for the Ovilla geographic area.
<b>Column 18</b>	Result of subtracting Column 17 from Column 16.
<b>Column 19</b>	Column 14 multiplied by Column 18.
<b>Column 20</b>	The flow used for design depends on the size of the drainage area. If the size of the drainage area is less than 600 acres, $Q_R$ should be entered. If the drainage area is larger than 600 acres and smaller than 1200 acres, the larger of the two flows ( $Q_R$ and $Q_U$ ) should be entered. If the drainage area is larger than 1200 acres, $Q_U$ should be entered.

**FORM "A"**

[illegible]

## **INLET DESIGN CALCULATIONS - FORM "B"**

<b>Column 1</b>	Inlet number or designation. The first inlet shown is the most upstream.
<b>Column 2</b>	Construction plan station of the inlet.
<b>Column 3</b>	Design Storm Frequency is same as the Design Storm Frequency of the storm sewer.
<b>Column 4</b>	Time of concentration for each inlet is taken from TABLE 1, or FIGURE 2.
<b>Column 5</b>	Using the time of concentration and the Design Storm Frequency, rainfall intensity is taken from FIGURE 1.
<b>Column 6</b>	Runoff Coefficient is taken from TABLE 1 according to the zoning of the drainage area.
<b>Column 7</b>	Area drained by the specific inlet. Care should be taken to keep the drainage area flow separate into the appropriate street gutters.
<b>Column 8</b>	Product of Column 5 multiplied by Columns 6 and 7.
<b>Column 9</b>	If there is any flow which was not fully intercepted by an upstream inlet, it should be entered here.
<b>Column 10</b>	Sum of Columns 8 and 9.
<b>Column 11</b>	Capacity of the street gutter, in which the inlet is located, from either FIGURES 3, 4, 5 or 6. If the total gutter flow shown in Column 10 is in excess of the value in Column 11 the inlet should be moved upstream. If it is substantially less than the value in Column 11, an investigation should be made to see if the inlet can be moved downstream.

<b>Column 12</b>	Street gutter slope to be used in selecting the proper size inlet.
<b>Column 13</b>	Crown type of the street on which the inlet is located.
<b>Column 14</b>	Selected size of the inlet taken from FIGURES 8 through 22.
<b>Column 15</b>	Inlet type taken from FIGURE 7.
<b>Column 16</b>	If the selected inlet does not intercept all of the gutter flow, the difference between the two values should be entered here and in Column 9 of the inlet which will intercept the flow.



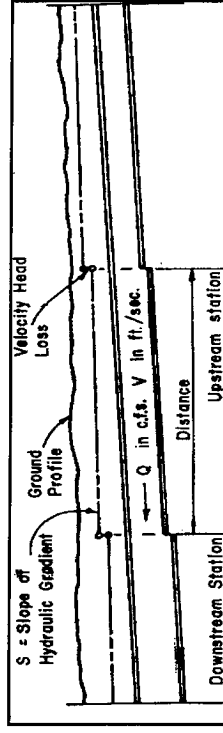
## **STORM SEWER CALCULATIONS - FORM "C"**

<b>Column 1</b>	Upstream station of the section of conduit being designed. Normally, this would be the point of a change in quantity of flow, such as an inlet, or a change in grade.
<b>Column 2</b>	Downstream station of the section of conduit being designed.
<b>Column 3</b>	Distance in feet between the upstream and downstream stations.
<b>Column 4</b>	Drainage sub-area designation from which flow enters the conduit at the upstream station.
<b>Column 5</b>	Area in acres of the drainage sub-area entering the conduit.
<b>Column 6</b>	Runoff coefficient, obtained from TABLE 1, based on the characteristics of the subdrainage area.
<b>Column 7</b>	Column 5 multiplied by Column 6.
<b>Column 8</b>	Obtained by adding the value shown in Column 7 to the value shown immediately above in Column 8.
<b>Column 9</b>	This time in minutes is transposed from Column 19 on the previous line of calculations. The original time shall be equal to the time of concentration as shown on TABLE 1 or FIGURE 2, whichever value has been used.
<b>Column 10</b>	Design Storm Frequency.
<b>Column 11</b>	Using the time at the upstream station shown in Column 9 and the Design Storm Frequency shown in Column 10, this value is taken from FIGURE 1.
<b>Column 12</b>	Column 8 multiplied by Column 11.



<b>Column 13</b>	This slope should be computed from the profile of the ground surface. Normally, the hydraulic gradient will have a slope approximately the same as the proposed conduit and will be located above the inside crown of the conduit.
<b>Column 14</b>	Utilizing the values in Columns 12 and 13, a conduit size should be selected. In the case of concrete pipe, FIGURE 23 may be used.
<b>Column 15</b>	Velocity in the selected conduit based on the values in Columns 12, 13 and 14. Taken from FIGURE 23 for concrete pipe.
<b>Column 16</b>	Friction head loss is the product of Column 3 times Column 13.
<b>Column 17</b>	Calculation is made utilizing the values of Column 15 $V_1$ = Upstream Velocity $V_2$ = Downstream Velocity Head gains shall be taken to zero (0) in the storm sewer design.
<b>Column 18</b>	Calculation is based on the values of Columns 3 and 15.
<b>Column 19</b>	Sum of Columns 9 and 18.
<b>Column 20</b>	Special design comments may be entered here.

## STORM SEWER CALCULATIONS

[illegible]

## **WATER SURFACE PROFILE CALCULATIONS - FORM "D"**

<b>Column 1</b>	At each point where a water surface elevation is desired, a cross section must be obtained. The sections are numbered and subdivided according to the assigned roughness coefficient.
<b>Column 2</b>	Known or assumed water surface elevation at the particular section.
<b>Column 3</b>	Distance along the channel between sections.
<b>Column 4</b>	Area of sub-section calculated from plotted cross sections.
<b>Column 5</b>	Wetted perimeter of each sub-section exclusive of the water interfaces between adjacent sub-sections.
<b>Column 6</b>	Column 4 divided by Column 5. (Hydraulic Radius)
<b>Column 7</b>	Column 6 raised to $2/3$ power.
<b>Column 8</b>	Roughness coefficient for Manning's formula from TABLE 7.
<b>Column 9</b>	Column 4 multiplied by 1.486 and the product divided by Column 8.
<b>Column 10</b>	Column 9 multiplied by Column 7.
<b>Column 11</b>	The total flow shown in the upper left of the calculation form divided by Column 10 and squared, which is the friction slope.
<b>Column 12</b>	Average friction slope between sections.
<b>Column 13</b>	Column 12 multiplied by Column 3.
<b>Column 14</b>	Flow in each individual sub-section. Varies directly with the conveyance factor shown in Column 10. The sum of the values must equal the total flow.

<b>Column 15</b>	Column 14 divided by Column 4.
<b>Column 16</b>	Column 15 squared.
<b>Column 17</b>	Column 16 multiplied by Column 14.
<b>Column 18</b>	Sum of the values in Column 17 of a particular section divided by twice the acceleration of gravity and multiplied by the total flow.
<b>Column 19</b>	Algebraic difference in velocity heads between sections.
<b>Column 20</b>	Eddy losses are calculated as 10 percent of the value of Column 19 when such value is positive and 50 percent of the absolute value of Column 19 when such value is negative.
<b>Column 21</b>	Sum of Column 13, Column 19 and Column 20.
<b>Column 22</b>	The sum of the value shown in Column 2 for the previous section and the value in Column 21. If the elevations calculated for subsequent sections do not agree within a reasonable limit with the assumed elevations shown in Column 2 for that particular section, then the assumed elevations for such section must be revised and the section properties recomputed until the desired accuracy is obtained. An accuracy of + 0.3 feet is considered a reasonable limit.

[illegible]

## **OPEN CHANNEL CALCULATIONS - FORM "E"**

<b>Column 1</b>	Downstream limit of the section of channel under consideration.
<b>Column 2</b>	Upstream limit of the section of channel under consideration.
<b>Column 3</b>	Type of channel as shown in FIGURE 24 is entered here.
<b>Column 4</b>	Flow in the section of channel under consideration.
<b>Column 5</b>	Roughness coefficient of the channel cross section taken from TABLE 7.
<b>Column 6</b>	Slope of the channel which is most often parallel to slope of the hydraulic gradient.
<b>Column 7</b>	Square root of Column 6.
<b>Column 8</b>	Calculation is made using the values in Columns 4, 5 and 7.
<b>Column 9</b>	Assumed width of the bottom width of the channel.
<b>Column 10</b>	Assumed depth of flow.
<b>Column 11</b>	Assumed slope of the sides of the channel.
<b>Column 12</b>	Areas of flow which is calculated based on Columns 9, 10 and 11.
<b>Column 13</b>	Wetted perimeter calculated from Columns 9, 10 and 11.
<b>Column 14</b>	Value is calculated from Columns 12 and 13.
<b>Column 15</b>	Column 14 raised to $2/3$ power.
<b>Column 16</b>	Product of Column 13 times Column 15.

When the value of Column 16 equals the value of Column 8 the channel has been adequately sized. When the value of Column 16 exceeds the value of Column 8 by more than five percent then the channel width or depth should be decreased and another trial section analyzed.

**Column 17**                      Calculation is based on the values of Columns 4 and 12.

**Column 18**                      Calculation is based on Column 17.

**Column 19**                      Remarks concerning the channel section analyzed may be entered.

**NOTE:** Form "E" should be used only to size open channels. Form "D" should be used to calculate stream profile.

A cross-sectional diagram of a wetted perimeter. The area is shaded with diagonal lines. The top boundary is labeled 'Area'. The right boundary is labeled 'Side Slope'. The bottom boundary is labeled 'Wetted Perimeter'. The width of the base is labeled 'b'. The water surface is labeled 'W.S.'.

[illegible]



## HYDRAULIC DESIGN OF CULVERTS, FORM "F"

### INFORMATION IN UPPER RIGHT OF SHEET:

<b>Culvert Location:</b>	This is a word description of the physical location.
<b>Length:</b>	The actual length of the culvert.
<b>Total Discharge, QT:</b>	This is the flow computed on FORM "A".
<b>Design Storm Frequency:</b>	Obtained from TABLE 1 and used on FORM "A".
<b>Roughness Coefficient, n:</b>	Obtained from TABLE 5.
<b>Maximum Velocity:</b>	Obtained from TABLE 4.
<b>Tailwater:</b>	This is the design depth of water in the downstream channel and is obtained in connection with the channel design performed on FORM "D" or FORM "E".
<b>D. S. Channel Width:</b>	This is the bottom width of the downstream channel obtained from the calculations on FORM "E". The culvert should be sized to approximate this width whenever possible.
<b>Entrance Description:</b>	This is a listing of the actual condition as shown in the "Culvert Entrance Data" shown on the calculation sheet.
<b>Roadway Elevation:</b>	The elevation of the top of curb at the upstream end of culvert.
<b>U. S. Culvert F. L.</b>	The flow line of the culvert at the upstream end.
<b>Difference:</b>	The difference in elevations of the roadway and the upstream flow line.
<b>Required Freeboard:</b>	The vertical distance required for safety between the upstream design water surface and the roadway elevation or such other requirements which may occur because of particular physical conditions.
<b>Allowable Headwater:</b>	This is obtained by subtracting the freeboard from the difference shown immediately above.
<b>D.S. Culvert F.L.</b>	The flow line elevation of the downstream end of the culvert.
<b>Culvert Slope, So:</b>	This is the physical slope of the structure calculated as indicated.

Columns 1 through 10 deal with selection of trial culvert size and are explained as follows:

<b>Column 1</b>	Total design discharge, $Q$ , passing through the culvert divided by the allowable maximum velocity gives trial total area of culvert opening.
<b>Column 2</b>	Culvert width should be reasonably close to the channel bottom width, $W$ , downstream of the culvert.
<b>Column 3</b>	Lower range for choosing culvert depth is trial area of culvert opening, Column 1, divided by channel width, Column 2.
<b>Column 4</b>	Allowable headwater obtained from upper right of sheet.
<b>Column 5</b>	Trial depth, $D$ , of culvert corresponding to available standard sizes and between the numerical values of Columns 3 and 4.

Columns 6, 7 and 8 are solved simultaneously based on providing a total area equivalent to the trial area of opening in Column 1.

<b>Column 6</b>	Number of culvert openings.
<b>Column 7</b>	Inside width of one opening.
<b>Column 8</b>	Inside depth of one opening if culvert is box structure or diameter if culvert is pipe.
<b>Column 9</b>	Column 6 multiplied by Column 7 and Column 8.
<b>Column 10</b>	Total discharge divided by number of openings shown in Column 6.

Columns 11 through 15 (Inlet Control) and 16 through 27 (Outlet Control) deal with Headwater Calculations which verify hydraulics of trial culvert selected and are explained as follows:




<b>Column 11</b>	Obtained from upper right of sheet.
<b>Column 12</b>	When the allowable headwater is equal to or less than the value in Column 8, enter Case I. When the allowable headwater is more than the value in Column 8, enter Case II.

<b>Column 13</b>	Column 10 divided by Column 7.
<b>Column 14</b>	Obtained from FIGURE 25 for box culverts or FIGURE 26 for pipe culverts.
<b>Column 15</b>	Column 14 multiplied by Column 8.
<b>Column 16</b>	Obtained from upper part of sheet.
<b>Column 17</b>	Obtained from FIGURE 27 for box culverts and FIGURE 28 for pipe culverts.
<b>Column 18</b>	Tailwater depth from upper right of sheet.
<b>Column 19</b>	So, culvert slope, multiplied by culvert length, both obtained from upper right of sheet.
<b>Column 20</b>	Sum of Columns 17 and 18 minus Column 19.
<b>Column 21</b>	Obtained from FIGURE 27 for box culverts and FIGURE 28 for pipe culverts.
<b>Column 22</b>	Critical depth obtained from FIGURE 29 for box culverts and FIGURE 30 for pipe culverts.
<b>Column 23</b>	Sum of Columns 22 and 8 divided by two.
<b>Column 24</b>	Tailwater depth from upper right of sheet.
<b>Column 25</b>	Enter the larger of the two values shown in Column 23 or Column 24.
<b>Column 26</b>	Previously calculated in Column 19 and may be transposed.
<b>Column 27</b>	The sum of Columns 21 and 25 minus Column 26.
<b>Column 28</b>	Enter the larger of the values from either Column 15, Column 20 or Column 27. This determines the controlling hydraulic conditions of the particular size culvert investigated.
<b>Column 29</b>	When the Engineer is satisfied with the hydraulic investigations of various culverts and has determined which would be the most economical selection, the description should be entered.

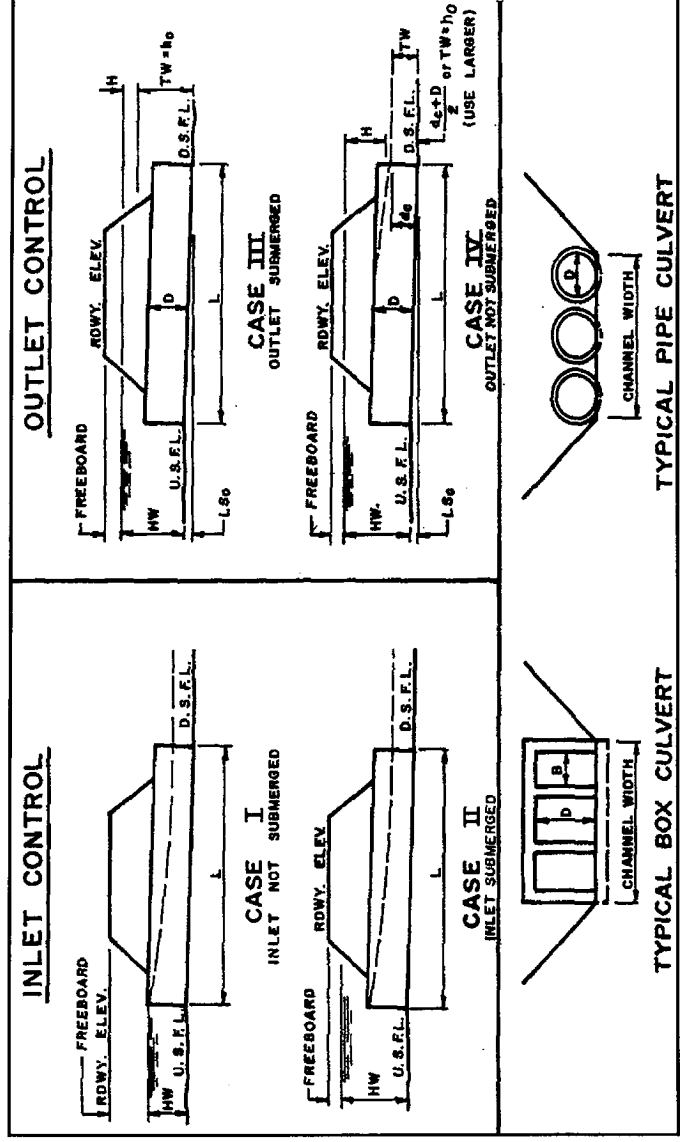
# FORM "F"

[illegible]

# FORM "Fb" CULVERT DESIGN CALCULATIONS

CULVERT ENTRANCE DATA				
CONCRETE BOX CULVERT				
Type	Flare Angle	Edge	$K_e$	
1A	30° to 75°	Square	0.4	
1B	30° to 75°	Round	0.3	
2A	15° to 30° & 75° to 90°	Square	0.5	
2B	15° to 30° & 75° to 90°	Round	0.3	
3A	0° (Extension to Sides)	Square	0.7	
3B	0° (Extension of Sides)	Round	0.5	
CONCRETE PIPE				
Type	Entrance Description	$K_e$	 or 	
4	Spigot End With Headwall	0.5		
5	Bell End with Headwall	0.2		
6A	Bell End Projecting With No Headwall	0.3		
6B	Spigot End Projecting With No Headwall	0.6		

Culvert Location: _____		Length, L _____
Total Discharge, Q _____	Design Storm Freq. _____	
Roughness Coeff., n _____	Max. Vel. _____	
Tailwater: _____	D.S. Channel Width: _____	
Entrance Description: _____		
Rdwy. Elev. _____	U.S. Culv. F.L. _____	
U.S. Culv. F.L. _____	D.S. Culv. F.L. _____	
Difference: _____	Difference: _____	
Reqd. Freeboard: _____	Culv. Slope, $S_o$ _____	Diff. Ft. _____
Allow. Headwater: _____	_____	Length Ft. _____
	$S_o =$ _____	

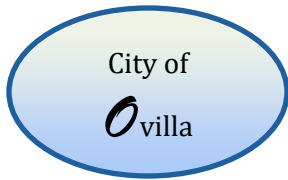


## **BRIDGE DESIGN CALCULATIONS - FORM "G"**

<b>Columns 1 &amp; 2</b>	Obtained from calculations on FORM "A".
<b>Column 3</b>	Assume an average velocity that is less than the maximum allowable velocity and more than 4 feet per second. Maximum velocities are equal to those specified for open channels.
<b>Column 4</b>	Total flow as shown on upper part of sheet divided by Column 3.
<b>Column 5</b>	Column 4 divided by Column 2.
<b>Column 6</b>	Selected bridge length utilizing standard span lengths.
<b>Column 7</b>	Calculated from bridge and channel geometrics.
<b>Column 8</b>	Total flow through bridge divided by Column 7.
<b>Column 9</b>	Selected head loss coefficient based upon specific conditions.
<b>Column 10</b>	Calculated utilizing values in Columns 8 and 9.

# FORM "G"

[illegible]



# Ovilla City Council

## AGENDA ITEM REPORT Item #11

Meeting Date: September 11, 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: Fire Chief

### AGENDA ITEM: 11

**ITEM 11. DISCUSSION/ACTION** – Consideration of and action on an interlocal agreement providing emergency services to Emergency Service District #2.

### Attachments:

Contract pending ESD 2 Legal Approval

### Discussion / Justification:

The Fire Department has executed an interlocal agreement with Emergency Service District #2 for many years which has been beneficial to both the city and the district. ESD #2 contracts the department to provide fire protection, emergency medical first response, and other emergency services within the district. The current agreement expires September 30, 2023, and the 23-24 Interlocal Agreement that is presented will take effect October 1, 2023, and be in effect until September 30, 2024.

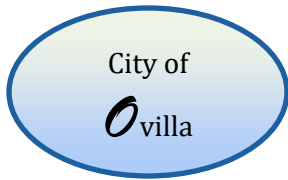
### Recommendation / Staff Comments:

Recommendation: Approval

### Sample Motion(s):

I move to approve/deny the interlocal agreement with ESD #2 as presented.





# Ovilla City Council

## AGENDA ITEM REPORT Item #12

Meeting Date: September 11, 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: Fire Chief

### AGENDA ITEM: 12

**ITEM 12. DISCUSSION/ACTION** – Consideration of and action on an interlocal agreement providing emergency services to Emergency Service District #4.

### Attachments:

Contract pending ESD 4 Legal Approval

### Discussion / Justification:

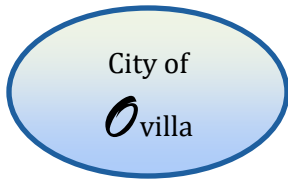
The Fire Department has executed an interlocal agreement with Emergency Service District #2 for many years which has been beneficial to both the city and the district. ESD #4 contracts the department to provide fire protection, emergency medical first response, and other emergency services within the district. The current agreement expires September 30, 2023, and the 23-24 Interlocal Agreement that is presented will take effect October 1, 2023, and be in effect until September 30, 2024.

### Recommendation / Staff Comments:

Approval

### Sample Motion(s):

I move to approve/deny the interlocal agreement with ESD #4 as presented.



## AGENDA ITEM REPORT Item #13

Meeting Date: September 11, 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: Fire Chief

### AGENDA ITEM: 13

**ITEM 13. DISCUSSION/ACTION** – Consideration of and action on terminating a contract for wireless cellular services with Verizon Wireless.

#### Attachments:

1. DIR-TELE-CTSA-003 Contract Details

#### Discussion / Justification:

There have been issues with the Verizon service where police and fire have been having trouble keeping the computers in their vehicles connected. Verizon has tried to accommodate by placing a miniature tower in the attic of the fire station that did not help any of the issues. We have spent the last couple of months doing trials with T-Mobile and AT&T, with the best results coming from AT&T. Currently our payment per month to Verizon is approximately \$1,347.61, and by changing our service provider to AT&T, the monthly cost will go to \$1,169.86, saving the city \$177.75 each month.

Because both Verizon and AT&T are part of the DIR Contract, there is no early termination fee for Verizon and only a possible subsidy recovery fee for 3 of our lines that are still under contract. The approximate total for this recovery fee is \$1,137.00. To cover this changeover cost, AT&T is offering to apply \$200.00 per line, for up to 10 lines, to our next three to five billing cycles, for a total of \$2,000.00. We will also be participating in their device buyback program which will provide an additional \$865.00 to go towards the changeover if we were to proceed.

#### Recommendation / Staff Comments:

Recommendation: Approval

#### Sample Motion(s):

I move to terminate a contract for wireless cellular services with Verizon Wireless.

# Update your contract today.

**On October 24, 2021, DIR-TSO 3415 expired but you still get the same great service and more under our new successor contract. DIR-TELE-CTSA-003 is valid through November 5, 2025, and gives you access to a wide-array of products and services.**

Contract	DIR-TSO 3415	NEW DIR- TELE-CTSA-003
Contract term dates	April 27, 2016 – October 24, 2021	November 5, 2021- November 5, 2025
Products and services overview	<ul style="list-style-type: none"><li>• Custom Voice and Data Service Plans</li><li>• Custom Nationwide Voice and Flat Rate Data Bundle Plans (share option available)</li><li>• Push to Talk Unlimited Rate Plans</li><li>• Custom Mobile Broadband (share option available)</li><li>• Global Rate Plans</li><li>• Public Safety Plans</li><li>• Wireless Priority Service</li><li>• Custom Machine to Machine Plans</li><li>• Text, picture and video messaging</li></ul>	Keep most of the same products and services offered on the DIR TSO-3415 contract along with new pricing options
Turnkey products and solutions	<ul style="list-style-type: none"><li>• Fleet Management</li><li>• Mobile Device Management</li><li>• Mobile Integration (OneTalk)</li></ul>	Get the same turnkey products and solutions, plus more: <ul style="list-style-type: none"><li>• Smart Communities</li><li>• IoT</li></ul>
Pricing Plan	Corporate liable lines are eligible to receive a 23% discount off retail price of qualifying plans.	Same discounts offered
Promotional equipment offers	Special equipment and quarterly promotional offers available for corporate liable customers	No changes to policy
Subsidy recovery fee	NA	If a customer purchases equipment from Verizon Wireless at a discounted price and then disconnects that equipment from the Verizon network, or moves the equipment to a lesser price plan, prior to the expiration of 24 months after the date of activation, Verizon Wireless may recover a subsidy recovery fee.
Early termination fee	Waived for government corporate liable lines	Waived for government corporate liable lines
Line term and upgrade cycle section	1-year line term and eligible for an upgrade at 10 months	2-year line term and eligible for an upgrade at 24 months

\*If you are interested in discussing a specific pricing plan please contact your government account manager. Purchasing eligibility is subject to the terms and conditions of the DIR-TSO 3415 and DIR-TELE-CTSA-003. Terms and conditions of the DIR-TSO 3415, DIR-TELE-CTSA-003 and associated Customer Service Agreements apply.





# Ovilla City Council

## AGENDA ITEM REPORT Item #14

Meeting Date: September 11, 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: Fire Chief

### AGENDA ITEM: 14

**ITEM 14. DISCUSSION/ACTION** – Consideration of and action awarding a contract for wireless cellular services to AT&T Mobility

### Attachments:

1. First Net Pricing Quote
2. AT&T Communication Summary

### Discussion / Justification:

We have spent the last couple of months doing trials with T-Mobile and AT&T, with the best results coming from AT&T. Currently our payment per month to Verizon is approximately \$1,347.61, and by changing our service provider to AT&T, the monthly cost will go to \$1,169.86, saving the city \$177.75 each month.

To cover this changeover cost, AT&T is offering to apply \$200.00 per line, for up to 10 lines, to our next three to five billing cycles, for a total of \$2,000.00. We will also be participating in their device buyback program which will provide an additional \$865.00 to go towards the changeover if we proceed.

### Recommendation / Staff Comments:

Approval

### Sample Motion(s):

I move to award a contract for wireless cellular services to AT&T Mobility.



# Ovilla Fire Department

## Dedication - Integrity - Professionalism

Below is the email I received from AT&T today regarding where we go from here. The buy back is broken down per device and a total, then below that are questions I asked, and his answer follows each question.

As of today, and this may change any time after this email, here are the buyback values:

#	Model	Buy Back Value
1	IPHONE XR BLACK 64GB	\$80
2	IPHONE 11 64GB BLACK	\$130
3	IPHONE 7 BLACK 32GB	\$10
4	IPHONE 11 64GB BLACK	\$130
5	IPHONE SE 20 64GB BLACK	\$5
6	IPHONE SE 64GB BLACK	\$0
7	IPHONE SE 20 64GB BLACK	\$5
8	IPHONE SE 20 64GB BLACK	\$5
9	IPHONE 7 BLACK 32GB	\$10
10	IPHONE 7 BLACK 32GB	\$10
11	IPHONE SE 22 64 STARLIGHT SO	\$35
12	IPHONE SE 20 64GB RED	\$5
13	IPHONE 12 64 BLACK	\$220
14	IPHONE 12 64 BLACK	\$220
15	IPHONE SE 64GB BLACK	\$0
Total		\$865

**Brandon Kennedy**  
Fire Chief

**Kevin Mooney**  
Deputy Chief / Fire  
Marshal

1. As far as going away from Verizon, we will be obligated to pay approximately \$1,137 to pay off 3 lines that are still under contract. Will AT&T help with that cost?
  - Yes, we will apply a credit of \$200 per line for up to 10 voice lines withing the first 3 billing cycles.
2. Also, what needs to be done to start this process for a complete change over?
  - Everything is ready to start, I just need the type of devices you would like for each voice and data devices based on the proposal I sent.
3. Is there a contract that will need to be signed?
  - This will be based on the DIR Contract.
4. Are the phones we will be getting free?
  - At this moment we still have the iPhone 13 128GB free for your city accounts.
5. How does all of that look and work?
  - The proposal was valid for 30 days, and the current lines in use are being on the billing system, I waived the first bill and will deal with the bill in September first part. The goal was to move the lines in the first week of September. I understand the formalities that this process is taking place within the city management, but if we cross mid of this month with no action on moving the lines from Verizon, we will have to cancel the current lines and the accounts and we will need to start over when the decision is taken.

**CENTRAL STATION**  
105 South Cockrell Hill Road  
Ovilla, TX 75154

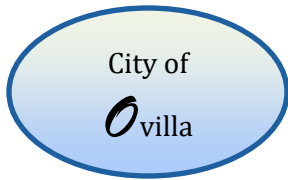
972-617-7375 Phone  
972-515-3221 Fax

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

*Brandon Kennedy*

*Fire Chief City of Ovilla*  
[bkennedy@cityofovilla.org](mailto:bkennedy@cityofovilla.org)

Monthly Recurring Charges - Voice & Data Access & Applications						
Plan Descriptions	Monthly Charge	Minutes	Text	Data Included	New Lines	Total Monthly Charges
FirstNet Unlimited Smartphone Enhanced - Unlimited talk, text, data, hotspot	\$44.99	Unlimited	Unlimited	Unlimited	14	\$629.86
FirstNet Unlimited Smartphone Standard - Unlimited talk, text & data	\$39.99	Unlimited	Unlimited	Unlimited	0	\$0.00
FirstNet Unlimited Data Only Plan	\$30.00	N/A	N/A	Unlimited	18	\$540.00
*No throttling on FirstNet Unlimited plans						
Devices						
One-Time Charges - Devices	Unit Cost	Quantity		Total Charges		
Band14 FirstNet Ready Devices (also EPTT Capable)						
iPhone 13 Smartphone 128GB Black - New Line from Sprint/Verizon	\$0.99	16		\$15.84		
Band14 FirstNet Ready Data Only Devices						
Franklin A50 Standalone Hotspot	\$0.99	18		\$17.82		
Credits						
Will be discussed upon proposal approval date						
Summary						
Monthly Recurring Charges*	\$1,169.86					
Equipment*	\$33.66					
Net Monthly Recuring Charges	\$1,169.86					



# Ovilla City Council

## AGENDA ITEM REPORT Item #15

Meeting Date: September 11, 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: 15

**ITEM 15. DISCUSSION/ACTION** – Consideration and action on Ordinance 2023-22 an ordinance of the City of Ovilla, Texas, amending Appendix A, “Fee Schedule,” Article A8.000, “Development Fees,” Section A8.004, “Subdivision Fees” of the Code of Ordinances of the City of Ovilla to amend fees for engineering or construction plans and inspections of utilities and infrastructure to comply with H.B. No. 3492; providing for the incorporation of premises; providing for amendments; providing a cumulative repealer/savings clause; providing a severability clause; providing for engrossment and enrollment and incorporation into the code of ordinances; and providing an effective date.

### Attachments:

1. Ordinance 2023-22

### Discussion / Justification:

The Texas legislature enacted H.B. No. 3492 in the 2023 legislative session relative to engineering and construction plans and inspection fees for subdivision lots and improvements.

Approving Ordinance No. 2023-22 will allow Ovilla to assess the actual costs assessed to us by any of our third-party vendors for the review and processing of engineering or construction plans, or inspections of a public infrastructure improvement. These fees will be in addition to the currently approved fees. For example, a development applying for a final plat will pay an application fee of \$400.00 plus any fee assessed by a third-party vendor such as the city engineer.

### Recommendation / Staff Comments:

Recommendation: Approval

### Sample Motion(s):

I move to approve/deny Ordinance No. 2023-22 as presented.

**CITY OF OVILLA  
ORDINANCE NO. 2023-22**

**AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING APPENDIX A, “FEE SCHEDULE,” ARTICLE A8.000, “DEVELOPMENT FEES,” SECTION A8.004, “SUBDIVISION FEES” OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA TO AMEND FEES FOR ENGINEERING OR CONSTRUCTION PLANS AND INSPECTIONS OF UTILITIES AND INFRASTRUCTURE TO COMPLY WITH H.B. NO. 3492; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR AMENDMENTS; PROVIDING A CUMULATIVE REPEALER/SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT AND INCORPORATION INTO THE CODE OF ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Ovilla (“City”) is a Type A General Law municipality located in Ellis and Dallas Counties, created in accordance with the provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, the Texas Legislature enacted HB No. 3492 in the 2023 legislative session relative to engineering and construction plans and inspection fees for subdivision lots and improvements; and

**WHEREAS**, the City has determined it necessary to revise the “Engineering Fee” for plats and “Inspection Fee” for the inspection of utilities and infrastructure installed with a final plat in the Fee Schedule, codified as Appendix A in the City of Ovilla Code of Ordinances, as more specifically set herein; and

**WHEREAS**, pursuant to HB No. 3492, the City may assess the actual costs assessed to the City by a third-party entity related to the review and processing of engineering or construction plans or inspections of a public infrastructure improvement; and

**WHEREAS**, having given consideration to the requirements of the HB No. 3492, the City Council has determined that the fees for engineering or construction plan review and processing and inspection of public infrastructure as set forth herein are appropriate given the costs incurred by City for providing services, and are consistent with the requirements of the HB No. 3492; and

**WHEREAS**, the City Council therefore finds that the fees set forth herein are reasonable and equitable, and that the amendment of this Ordinance furthers the health, safety, and welfare of the public and therefore should be adopted.

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



## **SECTION 1. INCORPORATION OF PREMISES**

The foregoing recitals are findings of the City Council and are hereby adopted and incorporated by reference and made a part of this Ordinance as if fully set forth herein.

## **SECTION 2. AMENDMENTS**

2.A. Subsection (2) “Preliminary plat” of Section A8.004, “Subdivision Fees” of Article A.8000, “Development Fees” of Appendix “A,” “Fee Schedule” of the Code of Ordinances of the City of Ovilla, Texas is hereby amended to be and read in its entirety as follows, and all other sections and subsections of Article A8.004 not expressly amended hereby shall remain in full force and effect:

(2) Preliminary plat:

(A) Application fee: \$400.00

(B) Engineering or construction plans fee: The actual costs assessed to the City by the City’s third-party consulting engineer, third-party inspectors, and other third-party vendors (collectively “Third Party Vendors”) providing services related to the acceptance, review, or processing of engineering or construction plans shall be paid by the owner/developer of a property for which those services are provided in accordance with the procedures and requirements for a preliminary plat. All fees shall be paid prior to the release of engineering or construction plans.

2.B. Subsection (3), “Final Plat” of Section A8.004, “Subdivision Fees” of Article A.8000, “Development Fees” of Appendix “A,” “Fee Schedule” of the Code of Ordinances of the City of Ovilla, Texas is hereby amended to be and read in its entirety as follows, and all other sections and subsections of Article A8.004 not expressly amended hereby shall remain in full force and effect:

(A) Application fee: \$400.00

(B) Engineering or construction plans fee: The actual costs assessed to the City by the City’s third-party consulting engineer, third-party inspectors, and other third-party vendors (collectively “Third Party Vendors”) providing services related to the acceptance, review, or processing of engineering or construction plans shall be paid by the owner/developer of a property for which those services are provided in accordance with the procedures and requirements for a final plat. All fees shall be paid prior to the release of engineering or construction plans.

(C) Inspection fee (inspection of utilities, infrastructure, etc.): The actual costs assessed to the City by the City’s third-party consulting engineer, third-party inspectors, and other third-party vendors (collectively “Third Party Vendors”) providing inspection services to the City. The fee shall be paid by the owner/developer of a property for which those services are provided shall be paid prior to the final acceptance of the utilities, infrastructure, etc.

2.C. Subsection (4), “Plat Amendment” of Section A8.004, “Subdivision Fees” of Article A.8000, “Development Fees” of Appendix “A,” “Fee Schedule” of the Code of Ordinances of the City of Ovilla, Texas is hereby amended to be and read in its entirety as follows, and all other sections and subsections of Article A8.004 not expressly amended hereby shall remain in full force and effect:

(4) Plat amendment:

(A) Application fee: \$400.00

(B) Engineering or construction plans fee: The actual costs assessed to the City by the City’s third-party consulting engineer, third-party inspectors, and other third-party vendors (collectively “Third Party Vendors”) providing services related to the acceptance, review, or processing of engineering or construction plans shall be paid by the owner/developer of a property for which those services are provided in accordance with the procedures and requirements for a plat amendment. All fees shall be paid prior to the release of engineering or construction plans.

2.D. Subsection (5), “Short-form plan or replat” of Section A8.004, “Subdivision Fees” of Article A.8000, “Development Fees” of Appendix “A,” “Fee Schedule” of the Code of Ordinances of the City of Ovilla, Texas is hereby amended to be and read in its entirety as follows, and all other sections and subsections of Article A8.004 not expressly amended hereby shall remain in full force and effect:

(5) Short-form plat or replat:

(A) Application fee: \$200.00

(B) Engineering or construction plans fee: The actual costs assessed to the City by the City’s third-party consulting engineer, third-party inspectors, and other third-party vendors (collectively “Third Party Vendors”) providing services related to the acceptance, review, or processing of engineering or construction plans shall be paid by the owner/developer of a property for which those services are provided in accordance with the procedures and requirements for a short-form plat or replat. All fees shall be paid prior to the release of engineering or construction plans.

### **SECTION 3. CUMULATIVE REPEALER/SAVINGS CLAUSE**

This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided, however, that any complaint, action, claim, or lawsuit, which has been initiated or has arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance shall continue to be governed by the provisions of that Ordinance and for that purpose, the Ordinance shall remain in full force and effect.

**SECTION 4.  
SEVERABILITY CLAUSE**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

**SECTION 5.  
ENGROSSMENT AND ENROLLMENT AND INCORPORATION INTO THE CODE OF  
ORDINANCES**

The City Secretary is hereby directed to engross and enroll this Ordinance by copying the exact Caption and Effective Date clause in the minutes of the City Council and by filing this Ordinance in the Ordinance records of the City. The provisions of this ordinance shall be included and incorporated in the City of Ovilla Code of Ordinances and shall be appropriately renumbered, if necessary, to conform to the uniform numbering system of the Code.

**SECTION 6.  
EFFECTIVE DATE**

This Ordinance shall take effect upon its passage and publication as required by law.

**PASSED AND APPROVED** by the City Council of the City of Ovilla, Texas, this the 11th day of September 2023.

**CITY OF OVILLA**

By: \_\_\_\_\_  
Richard Dormier, Mayor

**ATTEST:**

\_\_\_\_\_  
Bobbie Jo Taylor, City Secretary



# Ovilla City Council

## AGENDA ITEM REPORT Item #16

Meeting Date: September 11, 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: 166

**ITEM 16. DISCUSSION** – Discussion relating to downtown sidewalks and street lighting as requested by Mayor Dormier.

### Attachments:

None

### Discussion / Justification:

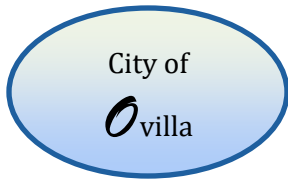
During the August 2023 City Council Meeting Mayor Dormier requested discussion be added to a future agenda relating to downtown sidewalks and the street lighting in the downtown area. As requested, this item has been placed on the agenda for discussion by the City Council.

### Recommendation / Staff Comments:

N/A

### Sample Motion(s):

Discussion Only



# Ovilla City Council

## AGENDA ITEM REPORT Item #17

Meeting Date: September 11, 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: 17

**ITEM 177. DISCUSSION** – Discussion relating to Ovilla Code of Ordinances Article 8.02 Noise and Article 8.04 Fireworks as requested by Place 2 Oberg and Place 4 Hunt.

### Attachments:

1. Article 8.02 Noise
2. Article 8.04 Fireworks

### Discussion / Justification:

As requested by Place 2 Oberg and Place 4 Hunt staff has placed for discuss on the agenda the Noise and Firework offenses.

Per the City Attorney, the fine does fall under the purview of the judge, however, the city council can provide input through an ordinance to set a minimum fine. The judge has the authority to determine the fine for each case upon conviction or entry of a plea, and the judge also sets the “window fine” that defendants pay if they come to the Court, plead guilty or no contest, and pay the fine. The amount of fine that the judge sets at trial or upon receipt of a plea of guilty or no contest lies wholly within the judge’s authority, but he will follow an ordinance setting a minimum fine.

The maximum fine for a strict liability offense is \$500. The maximum fine for a health and safety violation is \$2,000, but any fine over \$500 would need to include the requirement for a culpable mental state like penal code offenses require, which requires a much higher burden of proof.

Below is a short survey of what other cities in our area are charging for fine amounts:

CITY	FIREWORKS	NOISE
Red Oak	N/A	\$317.90
Glenn Heights	\$200.00	\$200.00
Midlothian	\$500.00	\$200.00
Desoto	\$205.00	\$180.00
Cedar Hill	\$500.00	\$200.00
Waxahachie	\$71.00	\$71.00
Venus	\$275.00	\$75.00
Alvarado	\$350.00	\$350.00
Wilmer	\$500.00	\$200.00
Hutchins	\$500.00	\$500.00
Ovilla	\$500.00	\$175.00

Added to our fines are court costs of \$81.00, so the actual total fine for fireworks in Ovilla would be \$581.00, and for a noise violation \$256.00. The judge did set these fine amounts and increased both fines recently. Since July 4, 2023, the fine for fireworks was increased from \$189.00 with court costs to \$581.00 and the fine for a noise violation from \$189.00 with court costs to \$256.00.

The city attorney recommends leaving the fireworks fine as a strict liability fine of \$500 because adding a culpable mental state requires a much higher burden of proof to establish criminal responsibility, which in turn will cause more trials, and because we are a court of record, appeals to the county criminal court, which will cost us much more to prosecute the offense.

The city attorney also advised fines should not be adopted by fee schedule by the council because it creates a separation of powers legal issue. That is why judges set fine amounts.

Recommendation / Staff Comments:
N/A
Sample Motion(s):
Discussion Only

**ARTICLE 8.03  
NOISE****§ 8.03.001. General prohibition.**

It shall be unlawful for any person to make, continue or cause to be made or continued any loud, unnecessary or unusual noise or any noise which either annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of others within the city.

(1989 Code, ch. 7, sec. 7.01)

**§ 8.03.002. Radios, televisions, musical instruments, etc.**

Using, operating, or permitting to be played, used or operated any radio receiving set, television set, musical instrument, phonograph or other machine or device for the producing or reproducing of sound in such a manner as to disturb the peace, quiet and comfort of the neighboring inhabitants, or at any time with louder volume than is necessary for convenient hearing for the persons who are in the room, vehicle or chamber in which such machine or device is operated and who are voluntary listeners thereto, shall be deemed a violation of this article. The operation of any such set, instrument, phonograph, machine or device between the hours of 11:00 p.m. and 6:00 a.m. in such a manner as to be plainly audible at a distance of fifty (50) feet from the building, structure or vehicle in which it is located shall be prima facie evidence of a violation of this article.

(1989 Code, ch. 7, sec. 7.02)

**§ 8.03.003. Noisy vehicles.**

The use of any automobile, motorcycle or vehicle so out of repair, so loaded or operated in such a manner as to create loud and unnecessary grating, grinding, rattling or other noise shall be deemed a violation of this article.

(1989 Code, ch. 7, sec. 7.03)

**§ 8.03.004. Loading and unloading.**

The creating of a loud and excessive noise in connection with loading or unloading any vehicle or the opening and destruction of bales, boxes, crates and containers shall be deemed a violation of this article.

(1989 Code, ch. 7, sec. 7.04)

**§ 8.03.005. Horns and warning devices on vehicles.**

The sounding of any horn or other warning device on any automobile, motorcycle or other vehicle on any street or public place of the city, except as a danger warning; the creating by means of any such warning device of any unreasonably loud or harsh sound; the sounding of any such device for an unnecessary and unreasonable period of time; and the use of such warning device when traffic for any reason is held up shall be deemed a violation of this article.

(1989 Code, ch. 7, sec. 7.05)

**§ 8.03.006. Spinning tires on motor vehicle.**

The operation of any motor vehicle in such a way as to cause the tires thereof to screech, except where the same is necessarily caused in an emergency in an attempt by the operator to avoid an accident or the causing of damage or injury, shall be deemed a violation of this article.

(1989 Code, ch. 7, sec. 7.06)

§ 8.03.007

§ 8.03.010

**§ 8.03.007. Construction; heavy equipment.**

The operation between the hours of 11:00 p.m. and 6:00 a.m. of any pile driver, steam shovel, pneumatic hammer, derrick, steam or electric hoist or other tool, the use of which makes loud or unusual noise, shall be deemed a violation of this article.

(1989 Code, ch. 7, sec. 7.07)

**§ 8.03.008. Unmuffled machinery.**

The operation of any noise-creating blower or power fan or any internal combustion engine, the operation of which causes noise due to the explosion of operating gases or fluids, unless the noise from such blower or fan is muffled and such engine is equipped with a muffler device sufficient to deaden such noise, shall be deemed a violation of this article.

(1989 Code, ch. 7, sec. 7.08)

**§ 8.03.009. Yelling, shouting, etc., in streets.**

Yelling, shouting, hooting, whistling or singing in the public streets, particularly between the hours of 11:00 p.m. and 6:00 a.m., or at any time or place so as to annoy or disturb the quiet, comfort or repose of persons in any office, or in any dwelling, hotel or other type of residence, or of any persons in the vicinity, shall be deemed a violation of this article.

(1989 Code, ch. 7, sec. 7.09)

**§ 8.03.010. Animals and fowl.**

The keeping of any animal or bird which, by causing frequent or long-continued noise, shall disturb the comfort or repose of any person in the vicinity shall be deemed a violation of this article.

(1989 Code, ch. 7, sec. 7.10)



**ARTICLE 8.04  
FIREWORKS**

**§ 8.04.001. Definition.**

“Fireworks” shall include any sparkler, fire-bomb, squib, rocket, torpedo, firecracker, roman candle, fire balloon, hydrogen-filled balloon, aerial bomb, or other device used to obtain visible or audible display of fireworks.

(1989 Code, ch. 7, sec. 2.01)

**§ 8.04.002. Sale or discharge prohibited.**

- (a) No person, firm or corporation shall hereafter sell any fireworks in the corporate limits of the city.
- (b) No person, firm or corporation shall hereafter have in his, her, their or its possession in the corporate limits of the city any fireworks for the purpose of selling, discharging, firing or exploding same within the corporate limits of the city, and any fireworks so found in the possession of any person, firm or corporation shall be condemned, seized, and confiscated by the city marshal or city fire marshal.

(1989 Code, ch. 7, sec. 2.02)

**§ 8.04.003. Exemption for signaling devices.**

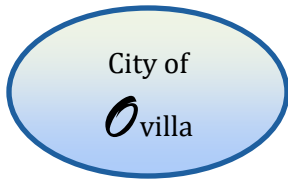
This article shall not apply to the possession or use of signaling devices for current daily consumption by railroads and others required to use them by law.

(1989 Code, ch. 7, sec. 2.03)

**§ 8.04.004. Permit for supervised displays.**

Provided that the city council may issue a written permit to a properly qualified person, firm or corporation for giving or staging a fireworks display in a suitable open place where such display or staging would not be deemed hazardous. Permits so issued shall impose such restrictions as may be necessary to properly safeguard life and property. Prior to such permit being issued, the applicant therefor shall furnish a bond which shall be approved by the city attorney as to form and deemed adequate in amount by the city council, which bond shall become available in the payment of any damages to public or private property and the payment of any personal injuries resulting from said fireworks display or staging.

(1989 Code, ch. 7, sec. 2.04)



# Ovilla City Council

## AGENDA ITEM REPORT Item #18

Meeting Date: September 11, 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: 188

**ITEM 18. DISCUSSION** – Discuss progress and receive updates on activities related to the 2023 Heritage Day Celebration, Saturday, September 23, 2023.

### Attachments:

None

### Discussion / Justification:

As the event coordinator, Mayor Pro Tem Hunt will update the Council on the progress of this upcoming event.

### Recommendation / Staff Comments:

N/A

### Sample Motion(s):

Discussion Only



City of Ovilla  
August 2023  
Department Reports

**OVILLA POLICE DEPARTMENT**  
**ACTIVITY REPORT / AUGUST 2023**



J. Bennett, Chief of Police

OVILLA POLICE DEPARTMENT  
MONTHLY REPORT / AUGUST 2023

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**PERSONNEL UPDATE:**

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

CHIEF OF POLICE	(BENNETT)
LIEUTENANT	(GEISER)
SERGEANT	(BREEDLOVE)
SERGEANT	(ORTEGON)
PATROL OFFICER	(MALKE)
PATROL OFFICER	(HARTIN)
PATROL OFFICER	(FLORES)
PATROL OFFICER	(RAMIRES)
PATROL OFFICER	(GARY)
PATROL OFFICER	POSITION DISSOLVED TO RAISE WAGES.
PATROL OFFICER	FROZEN ALL OF 2023 / DISSOLVED.
ADMINISTRATIVE ASSISTANT	(PRICE)

\*As noted above, for budgetary reasons and to stay competitive we have dissolved 2 patrol positions over the past two years.

\*We currently have 5 certified applicants. Officer Hartin is expected to accept a position with another department in early SEPT.

\*Very SICK / VACATION heavy month for staff. Operated at half-staff for most of the month.

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OVILLA POLICE DEPARTMENT  
MONTHLY REPORT / AUGUST 2023

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2 – Arrests

1 – Juvenile detention (runaway)

155- Total Traffic Stops.

46 - Total Citations issued.

Roughly 30% of ALL traffic stops received a citation.

Average Response time for AUGUST was 3 MINUTES, 22 SECONDS.

Subject: Police Department Monthly Activity  
Report

Calls For Service	AUGUST 2023	AUGUST 2023 YTD	AUGUST 2022	AUGUST 2022 YTD
Accident	4	24	4	37
Alarms	12	99	22	149
Arrest	2	15	1	36
Assault/Assault FV	0	13	2	9
Assists	24	256	76	633
Building / House Security Check	351	2510	289	2625
Burglary	0	2	0	5
Burglary of Motor Vehicle	0	1	0	5
Criminal Mischief	0	3	0	9
Disturbance	9	71	20	121
Neighborhood Check	909	7104	609	6152
Other Calls for Service	119	678	121	1157
Suspicious Person	7	62	31	95
Suspicious Vehicle	4	67	26	152
Theft	1	26	3	16
Traffic Assignment/School Enforcement	8	231	121	274
<b>TOTAL CALLS FOR SERVICE</b>	<b>1450</b>	<b>11162</b>	<b>1325</b>	<b>11475</b>

OVILLA POLICE DEPARTMENT  
MONTHLY REPORT / AUGUST 2023

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JUNE 2023		TO	JUNE 2023	MILEAGE	MAINTENANCE PERFORMED
Police Unit #		Begin	End	Accrued	
116		121713	125175	3462	
117		150388	--	--	Currently in repair shop.
216		42890	43378	488	
119		83622	84628	1006	
120		76564	78252	1688	\$1858.83 AC Compressor + other.
220		75256	76605	1349	

INFORMATION:

With the passing of the new City ordinance relating to REGISTERED SEX OFFENDERS and CHILD SAFETY ZONES, all (4) REGISTERED SEX OFFENDERS were contacted in person and given a copy of the ordinance. Two of our current resident offenders do live within 1000 feet of a CHILD SAFETY ZONE and will be required to contact the City Manager to request an exception to that specific part of the ordinance.

END OF REPORT

# Ovilla Fire Department August Monthly Report



**Fire Chief Brandon Kennedy**

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



## Mission Statement

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

## Summary of Staffing for the Department

- Currently the Department has 2 Firefighter Paramedic positions open.
- Currently the Department has 2 Firefighter Basic positions open.
- Currently the Department has 2 Volunteer Firefighter positions open.
  
- Current Staffing
  - 2 Chiefs
  - 5 Captains
  - 23 Firefighter Paramedics
  - 4 Firefighter EMT-Basics
  - 10 Volunteer Firefighters
  - Total Staffing of 44 out of 50 positions
  
- Of the Volunteers on staff,
  - 4 of them are Dual Certified, meaning they have their Fire Certs and EMT Basic or Paramedic
  - 2 has EMT – B Certification
  - 4 Volunteers do not have any Certification currently.

## Grants Report

- Submitted AFG grant to replace the station SCBA fill station. Waiting to hear if awarded. Projected cost of around 75K – 100K.
- Submitted SAFER Grant to hire 3 fulltime firefighters. Waiting to hear if awarded.
- Submitted grant request for a new Gear Extractor worth approximately \$25,000.

## Summary of Events for the Department

- For the month of August, OFD made a total of 88 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 made 706 calls for service, an average of 88 per month, and are projected to run over 1060 this year.
- Siren Testing was 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)
- 46 / 62 Volunteer shifts were covered, and of these 46 shifts we had 4 personnel on the Engine.

## Monthly Call Summary

INCIDENT COUNT		
INCIDENT TYPE		# INCIDENTS
EMS		38
FIRE		50
TOTAL		88
MUTUAL AID		
Aid Type		Total
Aid Given		9
OVERLAPPING CALLS		
# OVERLAPPING		% OVERLAPPING
10		11.36
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)		
Station	EMS	FIRE
Station 701	0:08:14	0:09:10
AVERAGE FOR ALL CALLS		0:08:59
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)		
Station	EMS	FIRE
Station 701	0:01:46	0:01:58
AVERAGE FOR ALL CALLS		0:01:48
AGENCY		AVERAGE TIME ON SCENE (MM:SS)
Ovilla Fire Department		27:58

**Fleet Report**

<b>Ovilla Fire Department Mileage, Fuel and Maintenance Report for August</b>					
<b>Apparatus</b>	<b>Beginning Mileage</b>	<b>Ending Mileage</b>	<b>Mileage for the Month</b>	<b>Fuel Expenses</b>	<b>Maintenance Expenditures</b>
B701	61,529	61,582	53	\$ 45.00	\$ -
B702	-	-	0		\$ -
C701	44,995	45,339	344	\$ 129.00	\$ -
C702	18,125	18,799	674	\$ 98.00	\$ -
S701	116,221	116,330	109	\$ 21.78	\$ -
E701	37,540	38,090	550	\$ 756.38	\$ 5,250.38
E702	37,250	37,375	125	\$ 143.20	\$ -
Training E703	-	-	0		\$ -
R755	23,734	23,909	175	\$ 297.26	\$ -
Station Supplies (Small Equipment Fuel, Propane, Other)					\$ 439.10
Totals for the Month			2,030	\$ 1,490.62	\$ 5,689.48

**Maintenance Cost Explanations:**

- E-701 had the VGT Actuator Replaced, and A/C work done.

**New Brush Truck update:**

- The chassis in Hillsboro at Skeeter, now they are building the bed for it, and it is a 4-6 month build time before it is delivered.

# PUBLIC WORKS DIRECTOR REPORT

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

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

**TOPIC August 2023 Public Works Overview Report**

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## **Employee report**

Public Works has 1 position not filled.

Utility maintenance worker.

Heritage Day signs are posted throughout the city.

I have been in contact with TXDOT about putting the monument signs in the median on 664, I am waiting for a response.

## **Public Works Project Overview**

We continue to work the bugs out of the AMI metering system,

Work continues in the conference room.

Construction on Silver Spur Park is complete and open to the public.

The annual MS4 permit has been published and TCEQ notified.

## **Equipment**

1 pump at pump station with seized bearings.

The New Holland skid steer has been repaired.

Still taking applications for Heritage Day and preparing for the event.

## **Water Department**

Water Wholesale Purchased & Pumped

- Gallons Billed – 38.075.100 MGD
- Gallons Unbilled – 95.0K

# PUBLIC WORKS DIRECTOR REPORT

- Builder Billed – .0K
- Maintenance Flushing – 50K
- Gallons pumped – 37.360.000 MGD As of 7/15/2023-8/15/2023

## Water Repairs

1. 803 Westmoreland ¾” water line repair in the creek.
2. 141 Water Street ¾” water service line repair.
3. 307 Willow Creek Lane ¾” water service line repair.
4. 403 Thorntree Drive repair 1” straight stop.

## EVERYDAY DUTIES & AND SITE CHECKS PERFORMED DAILY EVEN ON THE 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)
- \*Dustin Performs Daily 1.5hr

## Daily sampling and monitoring

- Water cutoffs – Water cutoffs were performed.-Dustin 3.5hr
- Daily water sampling, pump station site check & monitoring of chemical feed of NH3 & CL2 ( State Requirement )-Dustin 1.5hr Daily
- NAP Nitrification Action Plan performed daily @ 5 distribution locations. (State Requirement)-Dustin 1.5hr Daily
- Monthly TCEQ BACTI- water samples collected and sent to lab. (State Requirement)-Dustin 1.5hr monthly
- Performed calibration checks -chlorine meter & HACH SL1000 meter (State Requirement)-Dustin 1hr weekly
- Flushed dead end main's- Per state requirement 4.5-5hr Monthly

## Wastewater Daily Duties

### Daily Site Checks of Lift stations

# PUBLIC WORKS DIRECTOR REPORT

- 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.

## **Parks and Facilities Monthly Report**

The parks department can spend anywhere up to 2 ½ hrs. for 1 employee to check all the parks and restrooms each day to make sure they are clean and safe. The park 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 all possible.

All parks and City properties have been mowed.

Heritage Park:

- 1) Check bathrooms daily clean once a week or when needed.
- 2) Picked up garbage and emptied garbage cans when needed.
- 3) With the heat we haven't had to mow park more than 2 times this month

Cindy Jones Park:

- 1) Emptied all garbage cans when needed.
- 2) Raked out kiddie cushion on playground during inspections and picked up garbage on-premises.
- 3) Mow Park once this month due to extreme heat.
- 4) The playground area is still not been used as much due to extreme heat.

Ashburn Glen Park

- 1) Rake out kiddie cushion around playground equipment, pick up debris. Check garbage cans, empty them when needed, while inspecting the park.
- 2) Mowed grass in park only once this month.

Silver Spur Park

- 1) We haven't mowed the park due to the work that was done and also because of the heat. Nothing is growing.

Founders Park

- 1) Check the pavilion area for garbage on the ground and picnic tables and benches for cleanliness usually daily
- 2) Check and empty garbage cans when needed
- 3) With the heat again the park hasn't been used as much

# PUBLIC WORKS DIRECTOR REPORT

## SMALL BASEBALL FIELD

- 1) Still mowing grass once a week and starting to drag more often as teams are coming out more to practice.
- 2) Been watering the outfield to keep grass alive and the ground from drying up and getting hard and creating big cracks making the fields unsafe.

## LARGE BASEBALL FIELD

- 1) The fields are getting busier due to the school summer holidays are over.
- 2) Mowing grass at least once a week and dragging the dirt infield a couple of times a week.
- 3) Also Been water infield and outfield to keep it from drying out.

## FACILITIES

- 1) Still working on the conference room trying to have it completed by the end of September.
- 2) Silver Spur playground area of Park is open. The whole park project is not done currently, hope to soon have it completed.
- 3) Made arrangements with the fire department when they must empty any truck to put water on the baseball field or certain parts of Founder Park.

## Street/Drainage

### Drainage Projects

- Excavated silted in ditch 108 and 110 Winding Way approximately 160' of ditch line. 60 yards of dirt 3-man crew 12 hours to complete the job.
- Cleaned out dirt pile and debris In front of drainage crate and overflow bypass 623 Edgewood 12 yards of dirt hauled off. 3-man work crew 6 hours to complete the job.

### Street Projects

- Picked up 16 tons of hot mix asphalt.
- Saw cut two crumbled areas North and South of 749 Cockrell Hill Rd. 3-man work crew 5 hours to complete job.
- Excavated saw-cut areas near 749 Cockrell Hill Rd. 5'x59' and 5'x72' base work, asphalt bonding tack, and asphalt overlaid. Work was consumed in two separate days. 6-man crew 10 hours to complete job.
- Maintain potholes: several potholes near 1007 Johnson Ln, Intersection of Johnson Ln and Joe Wilson, 821 Cockrell Hill Rd, 910 Cockrell Hill Rd, 911 Cockrell Hill Rd, Several potholes near 519 Westmoreland.
- Crack Seal Elmwood Dr 1,700'
- Cut down bamboo Pickard Bridge
- Hang Heritage Day banner across bridge and put out Heritage Day Signs
- Trim over hanging tree limbs Water St 3-Man work Crew 4 hours to complete job.

# PUBLIC WORKS DIRECTOR REPORT

- Trim over hanging tree limbs Willow wood 3-man work crew 5 hours to complete job.
- Haul off large tree limb blocking roadway Westmoreland @ Red Oak Creek Rd.
- Vehicle inspection and Equipment performed weekly.

## Right of Way Mowing

- N/A

## **Code enforcement**

Awaiting agreement with Oak Leaf

2- Illegal Dumping incidents cleared by Code Enforcement

1-Trash Removed - Johnson Lane at Joe Wilson

1-Trash – 664

## **Follow Up -**

Ovilla Auto –Monday, Aug 7 Meeting with Ovilla Auto tenant, Public Works Director. Code Enforcement, The Property has been cleaned up by the owner. Vehicles to be monitored for time on lot Possible screening wall discussed after 664 is widened.

Lariat Trail –no new activity visible,.

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

## **Animal Control -**

Waiting for agreement with Glen Heights

4 Dogs Returned to Owner

Wildlife trapped and released.

4 armadillos Relocated

1 opossum Relocated



# PUBLIC WORKS DIRECTOR REPORT

## Subject: Code Enforcement Monthly Report

	Aug 23	Aug.. 23 YTD
Calls For Service		
Complaint (Nuis 23 Permit 7 Parking 9)	39	416
Follow up	47	461
Door Notice (Nui - 7 Permit 5 Parking 4)	16	197
Mail Notice ( Parking 9 nuisance 6 permit7)	22	144
Posted Property (nuisance 0 grass 3)	3	62
Court (3 Guilty 1 grass, 1 parking 1 permit )	\$538	\$4,114
Citizen Contacts	38	339
Permit Reviewed	16	146
Permits Issued	12	126
Inspections	36	230
Nuisance Abated by City	2	122
Nuisance Signs (Garage sale-14 business 27)	41	305

## Subject: Animal Control Monthly Report

	Aug.2023	Aug.23 YTD
Calls For Service		
Complaint Received , At Large 13,Bark 0	13	179
Follow up	21	223
Door Notice (Reg 14 )	14	92
Impounded Animal (Dog 6)	4	30
Animal welfare check	23	158
Impound Results (RTO 4, Tran 0 )	4	25
Impound fee collected	\$130.00	\$305.00
Court	\$0.00	\$0.00
Citizen Contacts	22	200
Animal registration	14	88
Registration Letter Mailed	13	1147
Nuisance letter 3 at large	3	44
Animals relo 4 Arm 1 Possum	5	16
Deceased removed	23	180
Oak Leaf	0	6
Traps Checked Out	2	15

Bobbie Jo Taylor, TRMC, CMC  
City Secretary



**August 2023 City Council Update:**

- **Open Records**

- Numerous simple PIA's complete

- **American Rescue Plan (ARP Grant)**

- Contract executed and filed for record

- **Human Resources**

- Review of benefits for 2023/2024. Any benefit changes will be effective October 1, 2023 if changes are made.
- Scheduled Employee Benefit Meeting September 13, 2023.
- Review of Policies and Procedures for the Department is needed and will be scheduled in the near future.
- Finance Clerk Position has not been filled

- **Texas Municipal Clerks Association (TMCA)**

- Yellow Rose Chapter Meeting 8.31.2023
- TMCA Executive Board Trustee Recommendation Received. Swearing into the State Board will happen in October for service in the 2024 calendar year.
- Completed through unit 8 of 12 in the University of Wisconsin's Parliamentary Procedures Course

- **Other**

- Merit Vs. COLA informal survey
- Entered Website redesign mood board and layout submitted
- P&Z Meeting 8.7.23
- EDC Meeting 8.21.23
- Request from Ellis County for November Election Facility usage returned

*Bobbie Jo Taylor, TRMC, CMC  
City Secretary*



**Date: September 11, 2023**

**To: Honorable Mayor and Council Members**

**Subject: Financial Statement Summaries for  
October 2022 thru July 2023**

**This period covers 83% of the FY2023 Budget.**

**From:**

**Ed Scott – Finance Director**

# CITY-WIDE OPERATING FUND TOTALS

For FY2023 Oct. 2022 Thru July 31, 2023



		FY2022	FY2023	FY2023	FY2023
		Actual	Actual	Adopted & Amended	% of Budget
		To Date	To Date	Budget	Used
<b>TOTAL REVENUES</b>					
100	General Fund	3,945,924	4,262,663	4,870,217	88%
110	Lease	940	987	1,100	90%
120	Street Improvement	82,049	97,573	125,000	78%
130	Court Technology	2,709	3,084	3,000	103%
140	Court Security	3,232	3,700	3,000	123%
200	Water & Utilities	1,711,779	1,677,614	1,983,699	85%
250	WWW Infrastructure Improv.	56,714	60,663	75,000	81%
400	Debt Service Fund	588,968	463,802	537,158	86%
500	Municipal Devel. District	99,725	112,979	126,500	89%
600	4B Economic Devel. Fund	169,847	200,291	253,000	79%
700	Park Impact Fund	37,801	4,683	18,400	25%
800	Water & Utilities Impact Fund	615,423	58,508	92,000	64%
<b>Total</b>		<b>\$ 7,315,111</b>	<b>\$ 6,946,547</b>	<b>\$ 8,088,074</b>	<b>86%</b>

		FY2022	FY2023	FY2023	FY2023
		Actual	Actual	Adopted & Amended	% of Budget
		To Date	To Date	Budget	Used
<b>TOTAL EXPENDITURES</b>					
100	General Fund	3,740,634	3,266,108	4,610,844	71%
110	Lease	918	1,100	1,100	100%
120	Street Improvement	-	756	-	0%
130	Court Technology	-	-	3,000	0%
140	Court Security	720	485	3,000	16%
200	Water & Utilities	1,642,632	1,374,405	1,891,437	73%
250	WWW Infrastructure Improv.	-	-	75,000	0%
400	Debt Service Fund	8,127	19,219	537,158	4%
500	Municipal Devel. District	23,880	25,817	114,500	23%
600	4B Economic Devel. Fund	415,664	63,210	203,000	31%
700	Park Impact Fund	-	1,514	18,400	8%
800	Water & Utilities Impact Fund	-	-	92,000	0%
<b>Total</b>		<b>\$ 5,832,575</b>	<b>\$ 4,752,614</b>	<b>\$ 7,549,439</b>	<b>63%</b>

City of Ovilla  
Revenue And Expense Report  
As of July 31, 2023

9/5/2023 8:04 AM

<b>100 - General Fund</b>	<b>Current Month Expense/Rev</b>	<b>Year To Date Expense/Rev</b>	<b>Current Year Budget</b>	<b>Budget Balance Remaining</b>	<b>% Balance Remaining</b>	<b>Prior Year YTD Balance</b>	<b>Prior Year FY End Bal.</b>
<b>Revenue Summary</b>							
-	101,761.00	3,971,685.39	4,870,217.00	898,531.61	18.45%	3,820,505.33	4,633,730.11
Revenue Totals	101,761.00	3,971,685.39	4,870,217.00	898,531.61	18.45%	3,820,505.33	4,633,730.11
<b>Expense Summary</b>							
10-Administration	26,426.46	378,626.97	572,125.00	193,498.03	33.82%	415,174.78	548,302.40
16-Non-Departmental	28,850.55	335,874.34	553,331.00	217,456.66	39.30%	299,310.10	334,310.60
20-Police	75,167.04	771,253.64	1,021,820.00	250,566.36	24.52%	786,173.52	983,879.45
25-Municipal Court	7,730.02	81,973.38	102,630.00	20,656.62	20.13%	77,521.51	97,271.36
30-Fire	73,730.11	922,654.34	1,349,763.00	427,108.66	31.64%	920,792.02	1,284,267.57
40-Community Services	18,088.91	198,087.73	260,150.00	62,062.27	23.86%	357,595.85	434,820.35
45-Solid Waste	31,485.60	272,808.90	313,500.00	40,691.10	12.98%	209,637.25	293,393.71
50-Streets	14,973.29	188,040.86	256,600.00	68,559.14	26.72%	196,671.77	298,025.04
60-Parks	11,185.84	116,787.89	180,925.00	64,137.11	35.45%	99,462.22	154,495.47
Expense Totals	287,637.82	3,266,108.05	4,610,844.00	1,344,735.95	29.16%	3,362,339.02	4,428,765.95
Revenues Over(Under) Expenditures	(185,876.82)	705,577.34	259,373.00	0.00	0.00%	458,166.31	204,964.16

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<b>110 - LEOSE</b>	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<b>Revenue Summary</b>							
-	0.00	986.66	1,100.00	113.34	10.30%	939.85	939.85
Revenue Totals	0.00	986.66	1,100.00	113.34	10.30%	939.85	939.85
<b>Expense Summary</b>							
21-21	0.00	1,100.00	1,100.00	0.00	0.00%	918.00	918.00
Expense Totals	0.00	1,100.00	1,100.00	0.00	0.00%	918.00	918.00
Revenues Over(Under) Expenditures	0.00	(113.34)	0.00	0.00	0.00%	21.85	21.85



City of Ovilla  
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<b>120 - Street Improvement Fund</b>	<b>Current Month Expense/Rev</b>	<b>Year To Date Expense/Rev</b>	<b>Current Year Budget</b>	<b>Budget Balance Remaining</b>	<b>% Balance Remaining</b>	<b>Prior Year YTD Balance</b>	<b>Prior Year FY End Bal.</b>
<b>Revenue Summary</b>							
-	8,609.31	97,573.22	125,000.00	27,426.78	21.94%	82,048.60	105,887.82
Revenue Totals	8,609.31	97,573.22	125,000.00	27,426.78	21.94%	82,048.60	105,887.82
<b>Expense Summary</b>							
55-55	0.00	755.56	0.00	(755.56)	0.00%	0.00	204,292.00
Expense Totals	0.00	755.56	0.00	(755.56)	0.00%	0.00	204,292.00
Revenues Over(Under) Expenditures	8,609.31	96,817.66	125,000.00	0.00	0.00%	82,048.60	(98,404.18)

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<b>130 - Court Technology</b>	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<b>Revenue Summary</b>							
-	260.89	3,084.03	3,000.00	(84.03)	(2.80%)	2,709.21	3,238.87
Revenue Totals	260.89	3,084.03	3,000.00	(84.03)	-2.80%	2,709.21	3,238.87
<b>Expense Summary</b>							
26-26	0.00	0.00	3,000.00	3,000.00	100.00%	0.00	0.00
Expense Totals	0.00	0.00	3,000.00	3,000.00	100.00%	0.00	0.00
Revenues Over(Under) Expenditures	260.89	3,084.03	0.00	0.00	0.00%	2,709.21	3,238.87



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<b>140 - Court Security</b>	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<b>Revenue Summary</b>							
-	315.80	3,699.55	3,000.00	(699.55)	(23.32%)	3,231.60	3,871.65
Revenue Totals	315.80	3,699.55	3,000.00	(699.55)	-23.32%	3,231.60	3,871.65
<b>Expense Summary</b>							
27-27	59.97	484.61	3,000.00	2,515.39	83.85%	719.55	879.45
Expense Totals	59.97	484.61	3,000.00	2,515.39	83.85%	719.55	879.45
Revenues Over(Under) Expenditures	255.83	3,214.94	0.00	0.00	0.00%	2,512.05	2,992.20

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<b>200 - Water And Utilities Fund</b>	<b>Current Month Expense/Rev</b>	<b>Year To Date Expense/Rev</b>	<b>Current Year Budget</b>	<b>Budget Balance Remaining</b>	<b>% Balance Remaining</b>	<b>Prior Year YTD Balance</b>	<b>Prior Year FY End Bal.</b>
<b>Revenue Summary</b>							
-	210,509.17	1,968,591.76	1,983,699.00	15,107.24	0.76%	1,711,662.17	1,961,334.82
Revenue Totals	210,509.17	1,968,591.76	1,983,699.00	15,107.24	0.76%	1,711,662.17	1,961,334.82
<b>Expense Summary</b>							
70-Administration	17,549.51	204,933.09	282,825.00	77,891.91	27.54%	177,348.52	(350,401.86)
75-Water	13,786.05	597,132.74	875,660.00	278,527.26	31.81%	507,446.50	909,127.62
80-Sewer	70,367.05	464,521.54	579,172.00	114,650.46	19.80%	440,336.02	541,227.37
85-Non-Departmental	5,480.71	107,817.21	153,780.00	45,962.79	29.89%	76,222.04	98,642.40
Expense Totals	107,183.32	1,374,404.58	1,891,437.00	517,032.42	27.34%	1,201,353.08	1,198,595.53
Revenues Over(Under) Expenditures	103,325.85	594,187.18	92,262.00	0.00	0.00%	510,309.09	762,739.29

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<b>250 - WWW Infrastructure Improvements</b>	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<b>Revenue Summary</b>							
-	6,585.24	60,663.19	75,000.00	14,336.81	19.12%	56,714.42	68,608.55
Revenue Totals	6,585.24	60,663.19	75,000.00	14,336.81	19.12%	56,714.42	68,608.55
<b>Expense Summary</b>							
85-85	0.00	0.00	75,000.00	75,000.00	100.00%	0.00	0.00
Expense Totals	0.00	0.00	75,000.00	75,000.00	100.00%	0.00	0.00
Revenues Over(Under) Expenditures	6,585.24	60,663.19	0.00	0.00	0.00%	56,714.42	68,608.55

City of Ovilla  
Revenue And Expense Report  
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<b>400 - Debt Service Fund</b>	<b>Current Month Expense/Rev</b>	<b>Year To Date Expense/Rev</b>	<b>Current Year Budget</b>	<b>Budget Balance Remaining</b>	<b>% Balance Remaining</b>	<b>Prior Year YTD Balance</b>	<b>Prior Year FY End Bal.</b>
<b>Revenue Summary</b>							
-	3,385.97	463,801.71	537,158.00	73,356.29	13.66%	588,968.10	702,632.04
Revenue Totals	3,385.97	463,801.71	537,158.00	73,356.29	13.66%	588,968.10	702,632.04
<b>Expense Summary</b>							
15-15	0.00	19,219.00	537,158.00	517,939.00	96.42%	8,126.54	519,959.04
Expense Totals	0.00	19,219.00	537,158.00	517,939.00	96.42%	8,126.54	519,959.04
Revenues Over(Under) Expenditures	3,385.97	444,582.71	0.00	0.00	0.00%	580,841.56	182,673.00

City of Ovilla  
Revenue And Expense Report  
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<b>500 - Municipal Development District Fund</b>	<b>Current Month Expense/Rev</b>	<b>Year To Date Expense/Rev</b>	<b>Current Year Budget</b>	<b>Budget Balance Remaining</b>	<b>% Balance Remaining</b>	<b>Prior Year YTD Balance</b>	<b>Prior Year FY End Bal.</b>
<b>Revenue Summary</b>							
-	10,374.65	112,979.41	126,500.00	13,520.59	10.69%	99,724.78	127,318.76
Revenue Totals	10,374.65	112,979.41	126,500.00	13,520.59	10.69%	99,724.78	127,318.76
<b>Expense Summary</b>							
10-Administration	52.84	25,869.37	114,500.00	88,630.63	77.41%	2,379.96	2,379.96
Expense Totals	52.84	25,869.37	114,500.00	88,630.63	77.41%	2,379.96	2,379.96
Revenues Over(Under) Expenditures	10,321.81	87,110.04	12,000.00	0.00	0.00%	97,344.82	124,938.80

City of Ovilla  
Revenue And Expense Report  
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<b>600 - 4B Economic Development Fund</b>	<b>Current Month Expense/Rev</b>	<b>Year To Date Expense/Rev</b>	<b>Current Year Budget</b>	<b>Budget Balance Remaining</b>	<b>% Balance Remaining</b>	<b>Prior Year YTD Balance</b>	<b>Prior Year FY End Bal.</b>
<b>Revenue Summary</b>							
-	17,957.93	200,290.77	253,000.00	52,709.23	20.83%	169,847.42	218,392.72
Revenue Totals	17,957.93	200,290.77	253,000.00	52,709.23	20.83%	169,847.42	218,392.72
<b>Expense Summary</b>							
10-Administration	58.43	63,210.31	203,000.00	139,789.69	68.86%	8,968.71	16,468.71
Expense Totals	58.43	63,210.31	203,000.00	139,789.69	68.86%	8,968.71	16,468.71
Revenues Over(Under) Expenditures	17,899.50	137,080.46	50,000.00	0.00	0.00%	160,878.71	201,924.01

City of Ovilla  
Revenue And Expense Report  
As of July 31, 2023

9/5/2023 8:04 AM

<b>700 - Park Impact Fund</b>	<b>Current Month Expense/Rev</b>	<b>Year To Date Expense/Rev</b>	<b>Current Year Budget</b>	<b>Budget Balance Remaining</b>	<b>% Balance Remaining</b>	<b>Prior Year YTD Balance</b>	<b>Prior Year FY End Bal.</b>
<b>Revenue Summary</b>							
-	0.00	4,683.49	18,400.00	13,716.51	74.55%	37,800.76	41,480.49
Revenue Totals	0.00	4,683.49	18,400.00	13,716.51	74.55%	37,800.76	41,480.49
<b>Expense Summary</b>							
60-60	0.00	1,513.78	18,400.00	16,886.22	91.77%	0.00	0.00
Expense Totals	0.00	1,513.78	18,400.00	16,886.22	91.77%	0.00	0.00
Revenues Over(Under) Expenditures	0.00	3,169.71	0.00	0.00	0.00%	37,800.76	41,480.49

City of Ovilla  
Revenue And Expense Report  
As of July 31, 2023

9/5/2023 8:04 AM

<b>800 - Water And Utilities Impact Fee Fund</b>	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<b>Revenue Summary</b>							
-	0.00	58,507.70	92,000.00	33,492.30	36.40%	615,413.41	673,716.75
Revenue Totals	0.00	58,507.70	92,000.00	33,492.30	36.40%	615,413.41	673,716.75
<b>Expense Summary</b>							
85-85	0.00	0.00	92,000.00	92,000.00	100.00%	0.00	0.00
Expense Totals	0.00	0.00	92,000.00	92,000.00	100.00%	0.00	0.00
Revenues Over(Under) Expenditures	0.00	58,507.70	0.00	0.00	0.00%	615,413.41	673,716.75





**Date: September 11, 2023**

**To: Honorable Mayor and Council Members**

**Subject: Analysis of Sales Tax Received**

**From:**

**Ed Scott – Finance Director**

2086 - Ovilla, City of (General Obligation Debt)

Report - Ovilla, City of (General Obligation Debt) / 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

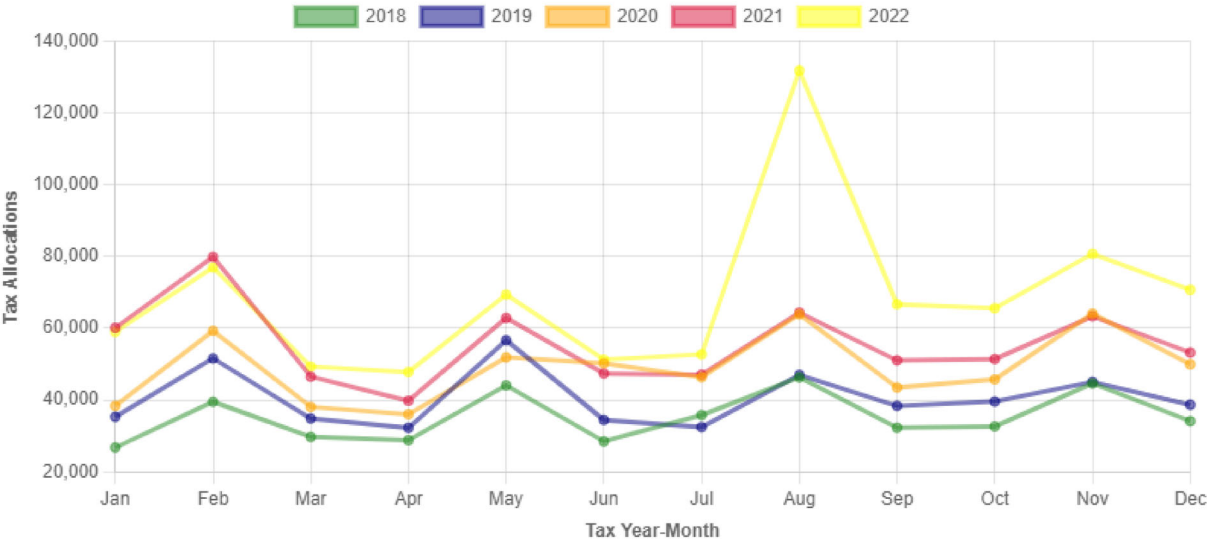
Change Fiscal Year End

09/30/2024

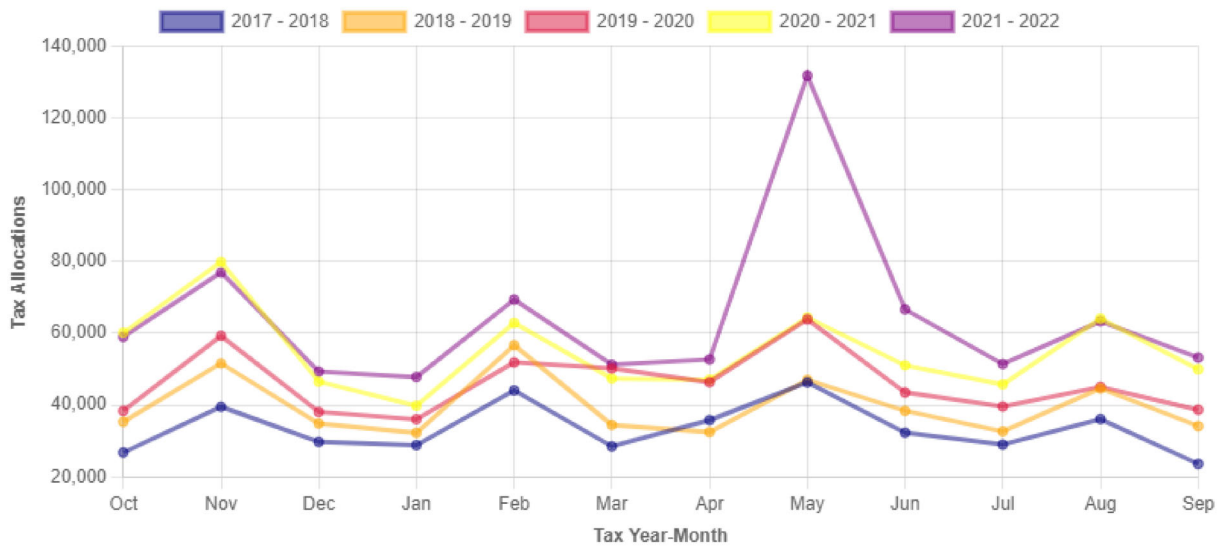
Submit

Year	October	November	December	January	February	March	April	May	June	July	August	September	Total
2023	\$65,568	\$80,747	\$70,705	\$70,642	\$92,575	\$57,824	\$53,997	\$73,987	\$56,704	\$60,265	\$66,460	\$0	\$749,472
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
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

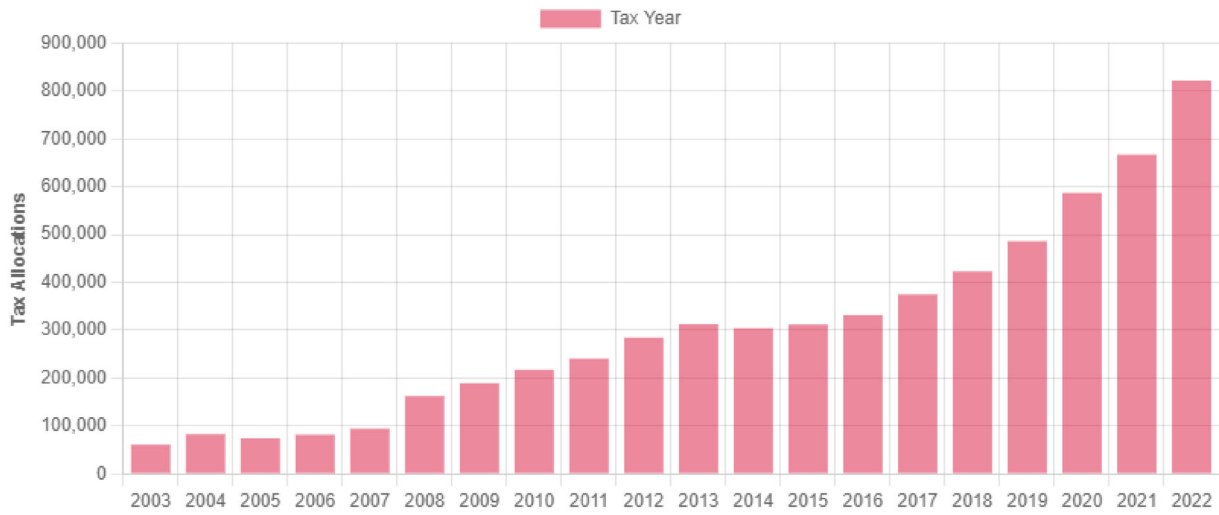
Monthly - Sales Tax Allocations - By Calendar Year



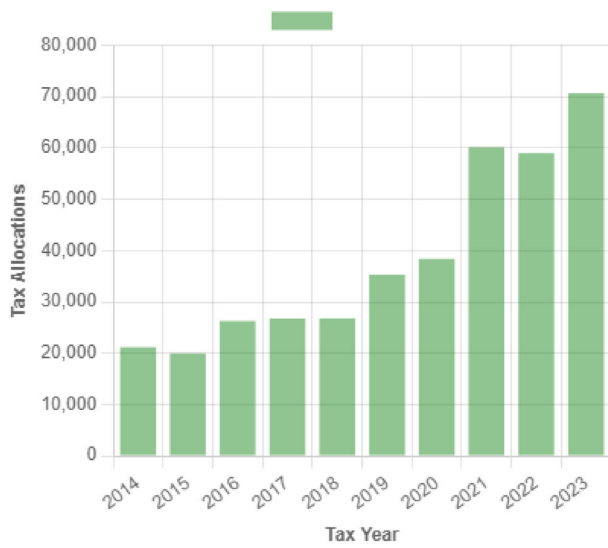
Monthly - Sales Tax Allocations - By Fiscal Year 10/01 - 09/30



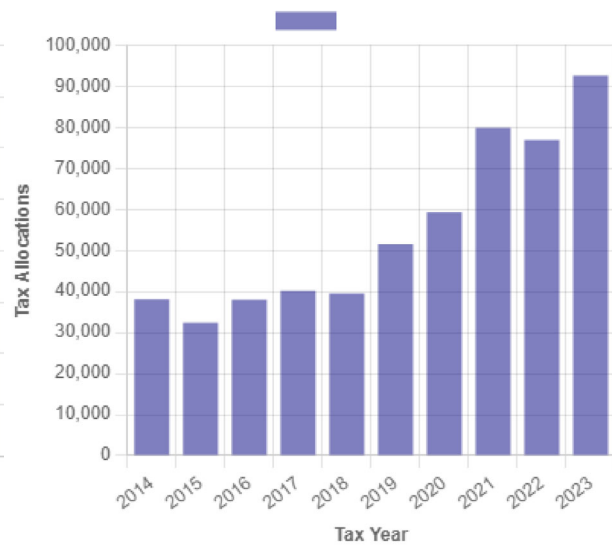
Yearly - Sales Tax Allocations - Past 20 Years



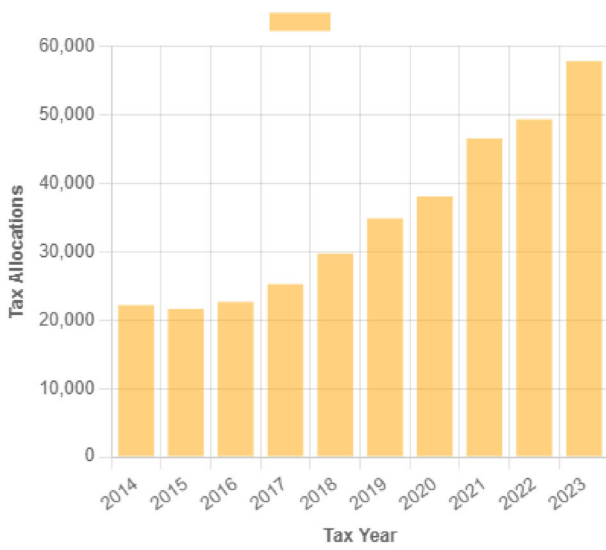
January - Sales Tax Allocations by Year



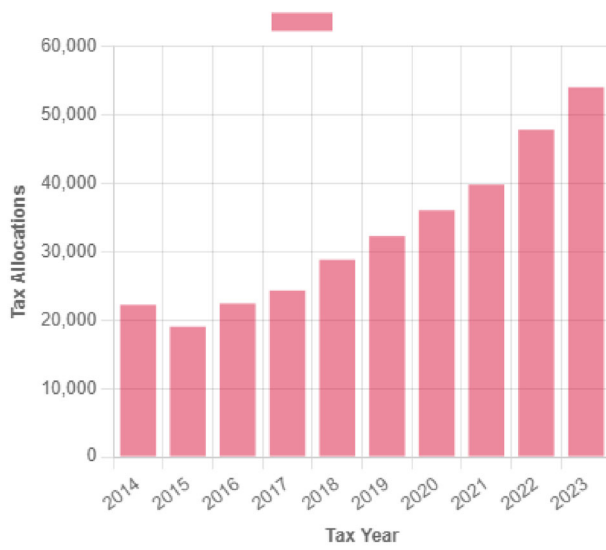
February - Sales Tax Allocations by Year



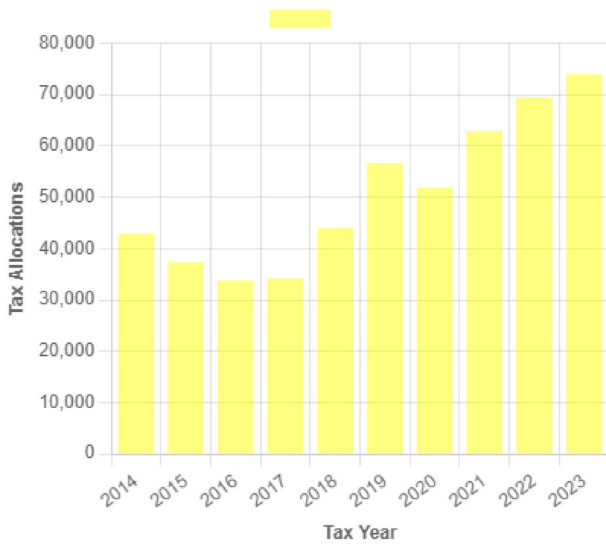
March - Sales Tax Allocations by Year



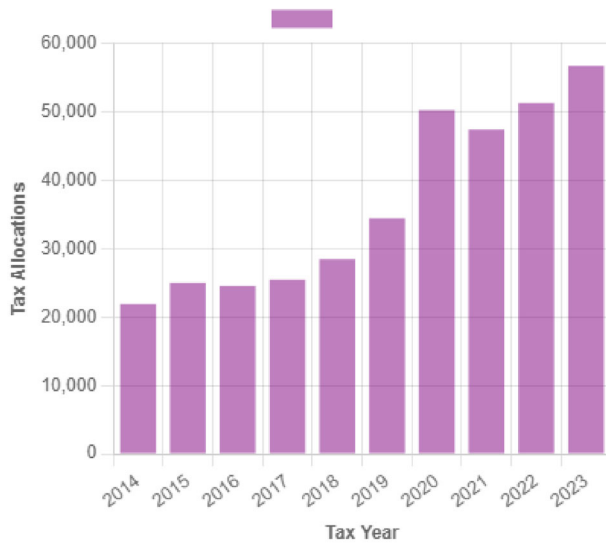
April - Sales Tax Allocations by Year



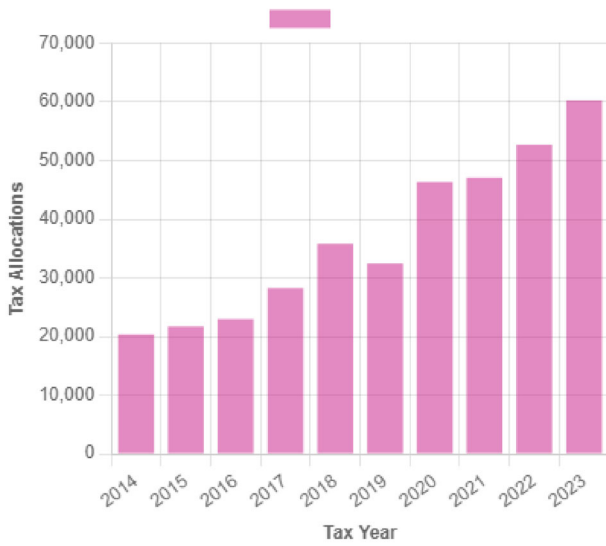
May - Sales Tax Allocations by Year



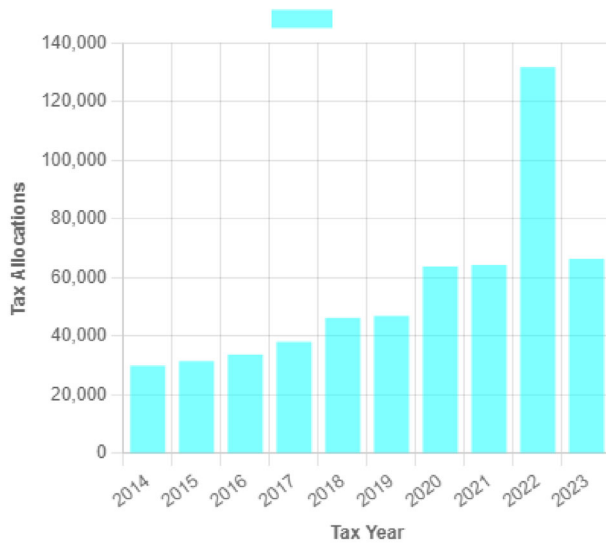
June - Sales Tax Allocations by Year



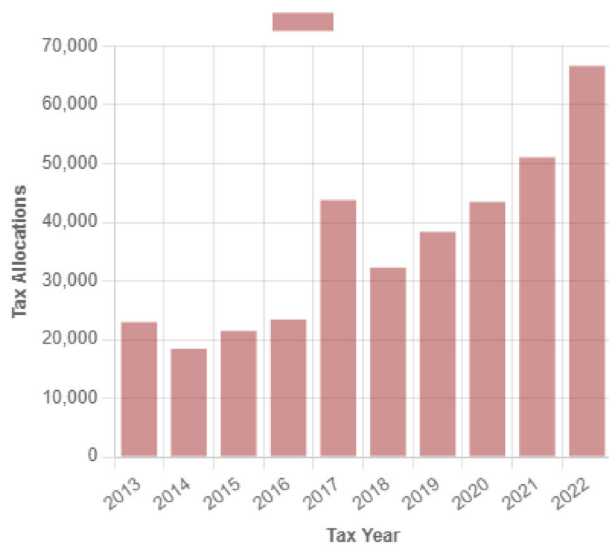
July - Sales Tax Allocations by Year



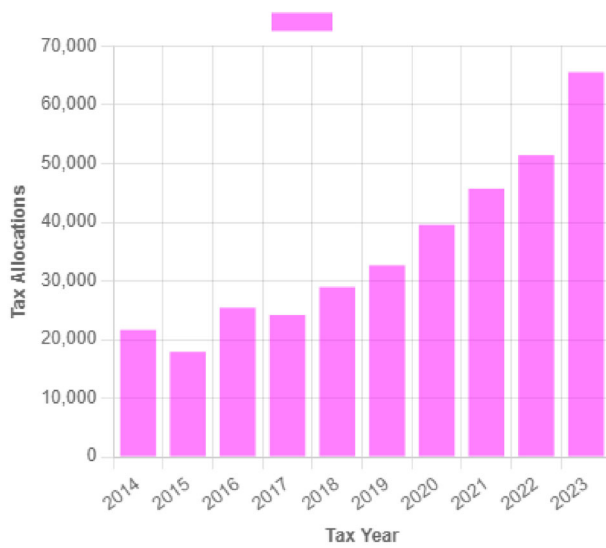
August - Sales Tax Allocations by Year



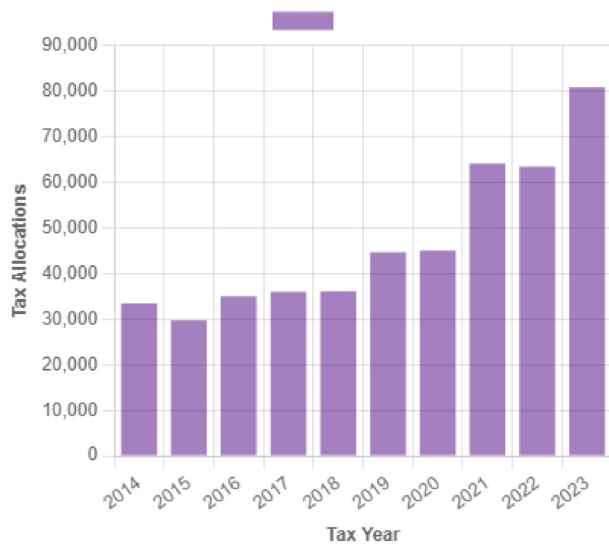
September - Sales Tax Allocations by Year



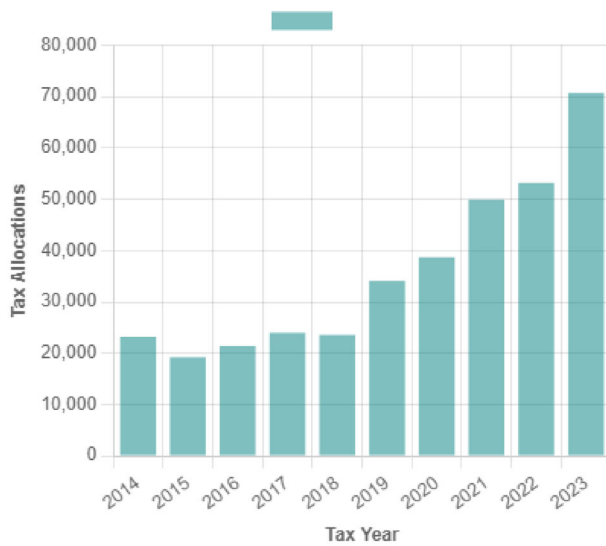
October - Sales Tax Allocations by Year



November - Sales Tax Allocations by Year



December - Sales Tax Allocations by Year



## Ovilla Municipal Court Report

<b>FY-2022-2023</b>	<b>Total Traffic Cases Filed</b>	<b>City Ordinance Filed</b>	<b>Total Revenue</b>	<b>Amount Kept by City</b>	<b>Amount sent to State</b>	<b>Warrants Issued</b>	<b>Warrants Cleared</b>	<b>Uncontested Disposition</b>	<b>Defensive Driving</b>	<b>Deferred Disposition</b>	<b>Compliance Dismissals</b>	<b>Trial</b>
<b>October</b>	97	6	\$24,989.20	\$15,889.60	\$9,099.60	0	15	40	21	46	0	0
<b>November</b>	86	0	\$21,658.20	\$13,796.21	\$7,861.99	42	3	29	14	30	0	0
<b>December</b>	79	1	\$20,124.79	\$12,755.56	\$7,369.23	42	6	32	10	23	0	0
<b>January</b>	80	0	\$20,659.00	\$13,678.11	\$6,980.89	32	9	28	14	26	1	0
<b>February</b>	55	1	\$17,682.10	\$11,248.28	\$6,433.82	38	16	36	18	27	1	0
<b>March</b>	77	0	\$27,554.73	\$18,878.53	\$8,676.20	15	39	49	11	32	0	0
<b>April</b>	94	5	\$21,140.40	\$15,204.98	\$5,935.42	30	12	32	15	43	0	1
<b>May</b>	76	0	\$20,352.70	\$12,902.98	\$7,449.72	13	19	35	17	27	2	0
<b>June</b>	88	6	\$19,686.11	\$12,569.93	\$7,116.18	35	11	34	12	22	0	0
<b>July</b>	128	4	\$15,939.80	\$9,800.39	\$6,139.41	46	12	35	10	29	0	0
<b>August</b>	68	4	\$16,601.10	\$10,386.13	\$6,214.97	29	16	25	19	24	2	0
<b>September</b>												
<b>Totals</b>	<b>928</b>	<b>27</b>	<b>\$226,388.13</b>	<b>\$147,110.70</b>	<b>\$79,277.43</b>	<b>322</b>	<b>158</b>	<b>375</b>	<b>161</b>	<b>329</b>	<b>6</b>	<b>1</b>

2021-2022 FY

<b>August</b>	100	3	\$18,323.90	\$12,431.51	\$5,892.39	46
<b>FY Totals</b>	998	5	\$190,680.28	\$123,028.21	\$67,652.07	396

### Staffing

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

## MONTHLY REPORT A CONCERN AUGUST 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Animal Services	100 HIGH VIEW CT	minor 'bite' to owner on front porch from dog at 101 High View Ct	8/3/2023	8/3/2023
Animal Services	101 HIGH VIEW CT	minor 'bite' to neighbor on front porch of 100 High View Ct	8/3/2023	8/3/2023
Animal Services	304 WILLOW CREEK LN	Ovilla PD Malke called , white pyrinese outin neighbors yard	8/8/2023	8/8/2023
Animal Services	233 LARIAT TRL	german shepherd in yard	8/8/2023	8/8/2023
Animal Services	106 SUBURBAN DR	BARKING DOG	8/8/2023	
Animal Services	104 WESTLAWN DR	ANIMALS AT LARGE/FAILURE TO REGISTER PETS	8/8/2023	
Animal Services	114 WESTLAWN DR	UNRESTRAINED ANIMALS/UNREGISTERED ANIMALS	8/9/2023	
Animal Services	111 BENT TREE LN	homewner has armadillo in trap	8/11/2023	8/11/2023
Animal Services	708 HOLLINGSWORTH LN	ANIMAL AT LARGE/UNREGISTERED DOGS	8/11/2023	
Animal Services	7230 JUDY DR	small black dog loose in street	8/16/2023	
Animal Services	107 OAK FOREST LN	owner has armadillo in trap	8/22/2023	8/21/2023
Animal Services	107 OAK FOREST LN	property owner has another armadillo in trap	8/22/2023	8/22/2023
Animal Services	107 OAK FOREST LN	homeowner has opossum in trap	8/23/2023	8/23/2023
Animal Services	105 MEADOWWOOD LN	Neighbor concerned dog tied up in middle of yard , 105 heat	8/28/2023	8/28/2023
Animal Services	3151 OVILLA RD	property owner called, 3 large dogs on property, menacing, harassing owner. 2 german shepherd and 1 doberman pinscher. ,	8/29/2023	8/29/2023
Code Enforcement	102 MEADOWWOOD LN	TRAILER PARKING IN SIDE DRIVEWAY LONGER THAN 48 HOURS	8/8/2023	8/11/2023
Code Enforcement	835 E MAIN ST	PARKING IN YARD	8/8/2023	8/16/2023
Code Enforcement	105 ELMWOOD DR	TALL GRASS AND WEEDS	8/8/2023	8/15/2023
Code Enforcement	634 E HIGHLAND RD	CONTRACTOR SIGN UNPERMITTED	8/8/2023	8/9/2023
Code Enforcement	606 MEADOW LARK DR	VEHICLES PARKED IN YARD	8/8/2023	8/8/2023
Code Enforcement	715 BUCKBOARD ST	TRAILER PARKED IN DRIVE LONGER THAN 48 HOURS	8/8/2023	8/16/2023
Code Enforcement	717 BUCKBOARD ST	VEHICLE PARKED IN YARD	8/8/2023	8/16/2023
Code Enforcement	109 BENT TREE LN	IRRIGATION CONSTRUCTED WITHOUT PERMIT	8/8/2023	
Code Enforcement	609 WESTMORELAND RD	CONSTRUCTION WITHOUT PERMIT - SOLAR	8/11/2023	
Code Enforcement	700 W MAIN ST	SIGN CONSTRUCTED WITHOUT PERMIT	8/11/2023	
Code Enforcement	700 W MAIN ST	SIGN CONSTRUCTED WITHOUT PERMIT	8/11/2023	
Code Enforcement	324 WILLOW CREEK LN	MS. NAY WOULD LIKE TO KNOW THE STATUS OF THE HOUSE THAT BURNED DOWN AND WAS TOTALED AFTER THE FIRE. SHE IS WORRIED ABOUT CRITTERS INVADING THE VACANT PREMISES.	8/15/2023	
Code Enforcement	411 SHADOWWOOD TRL	overgrown	8/17/2023	
Code Enforcement	675 W MAIN ST	SCREENING REQUIRED	8/18/2023	
Code Enforcement	603 GEORGETOWN RD	TRAILER PARKIN LONGER THAN 48 HOURS IN DRIVEWAY	8/18/2023	
Code Enforcement	108 CIRCLE DR	TALL GRASS AND WEEDS	8/18/2023	
Code Enforcement	210 COCKRELL HILL RD	CONSTRUCTION WITHOUT PERMIT - TOTAL REMODEL	8/18/2023	
Code Enforcement	6971 CEDAR CT	CONSTRUCTION WITHOU PERMIT/ACCESSORY BUILDING	8/18/2023	8/22/2023
Code Enforcement	3710 MAPLE LN	TRAILER PARKED IN DRIVEWAY LONGER THAN 48 HOURS	8/18/2023	
Code Enforcement	411 SHADOWWOOD TRL	LANDSCAPE IN DISREPAIR PUBLIC NUISANCE	8/18/2023	
Code Enforcement	604 E HIGHLAND RD	TALL GRAS AND WEEDS	8/18/2023	
Code Enforcement	HIGHLAND RD	TALL GRASS AND WEEDS	8/18/2023	
Code Enforcement	747 COCKRELL HILL RD	CONSTRUCTION/REMODEL WITHOUT PERMIT	8/30/2023	
Code Enforcement	237 WILLIAMSBURG LN	TRAILER PARKINGIN DRIVEWAY LONGER THAN 48 HOURS	8/30/2023	
Code Enforcement	1408 OAK CREEK RD	TRAILER PARKING IN DRIVEWAY LONGER THAN 48 HOURS	8/30/2023	
Drainage		Bar ditch silted in causing drainage issues. Need to shoot grade and excavate accordingly	8/25/2023	
Facilities	105 COCKRELL HILL RD	PLEASE HANG KEY BOX IN CMGR OFFICE - SEE CATHY FOR LOCATION	8/9/2023	
Street Department	100 WILLOWWOOD LN	Trim Tree's, limbs over hanging roadway	8/7/2023	
Street Department	749 COCKRELL HILL RD	Pick up 8 tons of hot mix asphalt.	8/10/2023	
Street Department	749 COCKRELL HILL RD	need to saw cut two crumbled areas near 749 Cockrell Hill. 5x72' and 5x59'	8/10/2023	
Street Department	749 COCKRELL HILL RD	dig out area North of 749 Cockrell Hill prep for asphalt overlay.	8/10/2023	
Street Department	105 COCKRELL HILL RD	Clear out bamboo Pickard Bridge.	8/14/2023	
Street Department	S JOE WILSON RD	A line has been hanging for some time. After Maui fires, it concerns me a little more since we are in a constant state of high fire alert. I live at 1775 S Joe Wilson Road (East side of property after it was subdivided into two parcels). The part of 1775 S Joe Wilson that intersects Johnson lane used to be a part of my current property but that is not owned by us. Thanks for any help you can provide.	8/26/2023	8/30/2023
Street Department	105 COCKRELL HILL RD	Hang Heritage Day Banner across Pickard Bride. and put out Heritage Day signs.	8/29/2023	
Street Department	100 ELMWOOD DR	Crack Seal Elmwood Dr.	8/30/2023	
Water/Wastewater	803 WESTMORELAND RD	Water leak on a 3/4" water line at the creek	8/3/2023	8/7/2023
Water/Wastewater	370 CHEYENNE MOUNTAIN DR	Water holding in the meter box.	8/8/2023	8/8/2023
Water/Wastewater	6990 CEDAR CT	Resident called in and stated she had a strong smell of sewer at her resident	8/8/2023	8/8/2023

## MONTHLY REPORT A CONCERN AUGUST 2023

Department Assigned	Concern Address	Concern Description	Date Entered	Date Closed
Water/Wastewater	420 CHEYENNE MOUNTAIN DR	PLEASE INSTALL A 3/4" METER AT THIS ADDRESS	8/9/2023	
Water/Wastewater	141 WATER ST	Water leak on garden meter service line	8/15/2023	8/25/2023
Water/Wastewater	403 THORNTREE DR	Water leak on the Stright stop at the meter.	8/17/2023	8/23/2023
Water/Wastewater	360 PENROSE DR	Need End Point Installed at this address. End Point #220736066	8/18/2023	8/31/2023
Water/Wastewater	311 CHEYENNE MOUNTAIN DR	NEED TO INSTALL 3/4" METER AT THIS ADDRESS.	8/24/2023	
Water/Wastewater	105 COCKRELL HILL RD	Adjust Stright stop on water meter for the softball field.	8/25/2023	8/28/2023
Water/Wastewater	136 SUBURBAN DR	CUSTOMER CALLED STATING WATER WAS IN THE METER BOX AND ALONG THEIR DRIVEWAY.	8/25/2023	8/25/2023
Water/Wastewater	307 WILLOW CREEK LN	Water leak on the water service line	8/28/2023	8/28/2023
Water/Wastewater	805 COCKRELL HILL RD	CAN SHE HAVE SOMEONE CHECK HER METER FOR A LEAK. CHECKED ON SET AND EXPLAINED TO HER THAT I AM SEEING USAGE AT ALL HOURS OF THE DAY WITH NO BREAKS. PLEASE MAKE CONTACT WITH HER EITHER IN PERSON (SHE SAID THEY ARE USUALLY HOME)) IF NOT PHONE # IS LISTED.	8/28/2023	8/30/2023
Water/Wastewater	601 WILLIAM DR	Possible leak out near the water meter	8/28/2023	8/28/2023
Water/Wastewater	614 GREEN MEADOWS LN	CUSTOMER IS HEARING WATER RUNNING POSSIBLY IN THE WALL OF THE LAUNDRY ROOM. CAN YOU CHECK METER TO SEE IF THERE IS ANY USAGE. TERRY STAPLETON 469-346-8071 HE OR HIS WIFE IS HOME PLEASE MAKE CONTACT.	8/31/2023	8/31/2023



## MONTHLY BUILDING PERMITS AUGUST 2023

Date Issued	Applicant First Name	Applicant Last Name	Property Address	Permit Number	Proposed Use	Valuation Bldg	Valuation Bldg w Land	Fees Due	Living Sq Ft	Total Sq Ft	Property County
8/14/2023	VERONICA	AQUINAGA	224 WILLIAMSBURG LN	2023-0196	FENCE	0	0	25	0	0	ELLIS
8/1/2023	GB CONSTRUCTION GROUP		7830 BALD CYPRESS DR	2023-0266	NEW SINGLE FAMILY RESIDENTIAL	690524	810524	7877.34	3616	4866	ELLIS
8/23/2023	ALEX	VAZQUEZ	601 MEADOW LARK DR	2023-0268	ACCESSORY BUILDING	700	0	80	0	0	ELLIS
8/3/2023	AGC CUSTOM HOMES		7801 BALD CYPRESS DR	2023-0271	NEW SINGLE FAMILY RESIDENTIAL	360000	425000	6944.54	0	0	ELLIS
8/8/2023	FIRST TEXAS HOMES		420 CHEYENNE MOUNTAIN DR	2023-0283	NEW SINGLE FAMILY RESIDENTIAL	511950	590950	15546.08	4588	5515	ELLIS
8/11/2023	A PLUS ENVIRONMENTAL		639 JOHNSON LN	2023-0289	PLUMBING	12000	565507	275	2591	2591	ELLIS
8/17/2023	TERIAN RESTORATION LLC		611 EDGEWOOD LN	2023-0291	ADD ON/REMODEL	75000	0	374	330	330	ELLIS
8/16/2023	DALLAS TURF & IRRIGATION SPECIALIST		158 CLAREMONT DR	2023-0292	IRRIGATION	1000	1000	25	0	0	ELLIS
8/3/2023	ARIZONA SOLAR SOLUTIONS INC DBA SUN		707 BUCKBOARD ST	2023-0296	SOLAR	23602.52	0	237.49	0	0	ELLIS
8/23/2023	JOHN HOUSTON HOMES		3931 BRYSON MANOR DR	2023-0298	NEW SINGLE FAMILY RESIDENTIAL	664487	739487	9717.97	2645	3707	ELLIS
8/3/2023	JOHNNY	ALVARADO	600 WILLIAM DR	2023-0299	ELECTRICAL	5000	0	106.92	0	0	ELLIS
8/3/2023	DIAL ONE JOHNSON PLUMBING		415 JOHNSON LN	2023-0300	PLUMBING	2468.21	0	106.92	0	0	ELLIS
8/10/2023	DULWORTH SEPTIC		705 OVILLA OAKS DR	2023-0301	SEPTIC	1650	0	75	3727	3727	ELLIS
8/11/2023	AA FENCE		3750 CHERRY LAUREL LN	2023-0302	FENCE	1500	0	50	0	0	ELLIS
8/25/2023	AGC CUSTOM HOMES		3940 MONTERREY OAK WAY	2023-0303	NEW SINGLE FAMILY RESIDENTIAL	332700	397700	9677.47	2884	3662	ELLIS
8/24/2023	SOLIS AND SONS CONCRETE		331 CHEYENNE MOUNTAIN DR	2023-0305	FLATWORK	3500	0	40	0	0	ELLIS
8/11/2023	PRIME SOLAR		606 GREEN MEADOWS LN	2023-0306	SOLAR	20000	687900	206.69	0	0	ELLIS
8/24/2023	FIRST TEXAS HOMES		311 CHEYENNE MOUNTAIN DR	2023-0307	NEW SINGLE FAMILY RESIDENTIAL	686950	765950	15444.88	4317	5423	ELLIS
8/25/2023	GNRG CO		280 PENROSE DR	2023-0309	SOLAR	86367	86367	522.79	0	0	ELLIS
8/15/2023	DIAL ONE JOHNSON PLUMBING		104 GREENWOOD DR	2023-0310	MECHANICAL	10394	0	129.69	1893	1893	ELLIS
8/17/2023	PEGSAT COMMUNICATIONS LLC		101 WOODRIDGE CT	2023-0312	ELECTRICAL	500	0	106.92	0	0	ELLIS
8/17/2023	A-US AIR CONDITIONING OF TEXAS		111 NOB HILL LN	2023-0313	MECHANICAL	3000	3000	106.92	0	0	ELLIS
8/25/2023	KYLE	ST JACQUES	622 WILLIAM DR	2023-0315	ACCESSORY BUILDING	7200	0	40	0	0	ELLIS
8/22/2023	STACY	ELSTON	101 CUMBERLAND DR	2023-0317	REPLACE HVAC	10000	0	84.61	0	0	ELLIS
8/24/2023	ROBIN	WORSHAM	116 ROBIN GLEN LN	2023-0318	FENCE	14000	0	25	0	0	ELLIS
8/25/2023	BEN	DONAHUE	700 W MAIN ST	2023-0321	SIGN	200	0	100	0	0	ELLIS
8/30/2023	GANDARA IRRIGATION		3761 CHERRY LAUREL LN	2023-0325	IRRIGATION	3200	0	25	0	0	ELLIS
8/30/2023	GANDARA IRRIGATION		3751 CHERRY LAUREL LN	2023-0326	IRRIGATION	3200	0	25	0	0	ELLIS
8/30/2023	GANDARA IRRIGATION		3771 CHERRY LAUREL LN	2023-0327	IRRIGATION	3200	0	25	0	0	ELLIS
8/30/2023	GANDARA IRRIGATION		3901 CHERRY LAUREL LN	2023-0328	IRRIGATION	3200	0	25	0	0	ELLIS
8/29/2023	KATIE	RODRIGUEZ	619 EDGEWOOD LN	2023-0332	MECHANICAL	9835.2	0	84.61	0	0	ELLIS
8/30/2023	QUALIS ROOFING AND CONSTRUCTION		105 COPPERFIELD CT	2023-0333	ROOF	1	1	50	0	0	ELLIS