

CITY OF OVILLA MINUTES
Monday, February 24, 2014
Regular City Council Meeting
105 S. Cockrell Hill Road, Ovilla, TX 75154

Mayor Dormier called the Regular Council Meeting of the Ovilla City Council to order at 7:05 P.M. The following City Council Members were present:

Ralph Hall	Mayor Pro Tem, Place 1
Larry Stevenson	Council Member Place 2
Doug Hunt	Council Member Place 4
Dean Oberg	Council Member Place 5

Absent: David Griffin Council Member Place 3

Mayor Dormier noted present Council Members, thus constituting a quorum. Various department-heads and staff were also present.

PL4 Hunt gave the Invocation and PL2 Stevenson led the recitation of the Pledge of Allegiance.

COMMENTS, PRESENTATIONS, REPORTS AND/OR APPOINTMENTS

▪ **Citizens Comments / Citizens Forum:**

- I. Mr. James Wade, Main Street Cleaners, 711 W. Main Street, voiced support for the Parks Department and asked for Council assistance to hold a fund raising event for city parks.

▪ **Department Activity Reports / Discussion**

- | | |
|--|------------------------------|
| • Finance Department | Accountant S. Jungman |
| • Monthly financials – reviewed | |
| • Administration | City Administrator C. Powell |
| • Bi-weekly update activity reports - reviewed | |

CONSENT ITEMS

- A. Minutes of the January 27 Special Council Workshop Meeting
- B. Minutes of the January 27, 2014 Regular Council Meeting
- C. Minutes of the February 06, 2014 Special Council Meeting and Training Workshop
- D. Minutes of the February 10, 2014 Regular Council Meeting

PL4 Hunt made the motion that Council approves the consent items as presented, seconded by PL2 Stevenson. *No oppositions, no abstentions.*

VOTE: The motion carried unanimously: 4-0.

ITEM I. DISCUSSION/ACTION – Receive presentation from Trinity River Authority representative and take action as necessary.

The Trinity River Authority of Texas (TRA) formally notified the City on January 31, 2014 of irregularities in the wastewater flow meter data versus the amount of wastewater TRA invoiced the City. Representatives from TRA made a presentation and responded to questions from the Council regarding the differences. The City Council Finance Committee received the same presentation from TRA representatives on Thursday, February 20, 2014 and deliberated with staff and TRA representatives. The Delta metering system measures the flows. Ovilla is contracted with TRA for approximately 20,000 gallons daily. Since the newly installed tech

system "Telog", Ovilla flows are now reading approximately 118,000 gallons daily. Council and staff deliberated the city's financial obligation and their approach in paying the difference, including future budgeted amounts and payments. Staff offered to prepare payment options as well as suggestions for sewer rate increases to offset the financial burden and return with those recommendations to Council.

NO ACTION.

ITEM 2. DISCUSSION/ACTION – Consider acceptance of the Annual Financial Audit Report for the year ending September 30, 2013, prepared by Yeldell, Wilson and Company, C.P.A., P.C.

Greer Yeldell with Yeldell, Wilson & Co., P.C. presented the Annual Financial Report for the City's fiscal year ending September 30, 2013. Mr. Greer Yeldell reported to Council that there were no reportable conditions, no noticeable deficiencies, and no problems. Ovilla held a strong reserve fund balance with about 160-days of reserve. The General Fund and Water/Sewer Fund were summarized reviewing the budget vs. actual:

General Fund: Revenue was over budget and expenditures were slightly over budget, which presented a positive variance of \$204,000 for the year.

Water/Sewer Fund: Revenue was under budget with water sales down, but expenditures were under budget, depicting a \$28,000 positive variance. Mr. Yeldell told Council it was a good audit.

The unexpected TRA estimated costs previously discussed in Item 1 were accrued, adding that the key element with TRA now was to conduct a rate study analysis.

Mayor Pro Tem Hall moved that Council accept and approve the Annual Financial Audit report for the year ending September 30, 2013, prepared by Yeldell, Wilson, and Company, seconded by PL2 Stevenson. *No oppositions, no abstentions.*

VOTE: The motion carried unanimously: 4-0.

ITEM 3. DISCUSSION – Review status of City's progress in obtaining the Leadership Award through the State Comptroller's Office.

Staff updated Council with the finishing tasks nearly completed and that the application to the State Comptroller's office would be submitted soon. The City Accountant was completing her final review of the funds.

NO ACTION.

ITEM 4. DISCUSSION/ACTION – Consider scheduling a date, time and location for a Town Hall Meeting to receive feedback on the draft Citywide Five-Year Strategic Guide.

City Council requested an additional opportunity be provided to the citizens of Ovilla to offer feedback on the draft Strategic Guide.

Mayor Pro Tem Hall moved that Council set March 24, with an alternate date of April 14, at 6:00 p.m., at the First Baptist Church Ovilla, for a Town Hall Meeting to receive feedback on the draft Citywide Five-Year Strategic Guide, seconded by PL2 Stevenson. *No oppositions, no abstentions.*

VOTE: The motion carried unanimously: 4-0.

ITEM 5. ITEM 5. DISCUSSION/ACTION – Consider approval of Resolution No. R2014-009 Authorizing the Mayor to execute the Fourth Extension to the Letter of Understanding for Consultation Services with Jacqueline Lee, Consultant with Texas First Group for an amount not to exceed \$1,100.00.

The City contracted with Texas First Group for the consultation services of Ms. Lee to provide a thorough revision of the City's Employee Policies Handbook. The fourth extension provided authorization of up to twenty hours (20) at \$51.00 per hour, for an amount not to exceed \$1,100.00 including expenses. This would include the finalization of a formatted handbook.

PL2 Stevenson moved that council approve Resolution R2014-009, authorizing the Mayor to execute the Fourth Extension to the Letter of Understanding for consultation services with Jacqueline Lee, Consultant with TX First Group for an amount not to exceed \$1,100, seconded by PL5 Oberg. *No oppositions, no abstentions.*

VOTE: The motion carried unanimously: 4-0.

ITEM 6. DISCUSSION/ACTION – Consider recommendation from the EDC and take action to remove of Place 3 Director Milke pursuant to EDC Bylaws, Article IV, Section 2 and direct staff to solicit for applications for board appointment(s).

During their February 18, 2014, EDC Meeting, the Board of Directors voted to recommend to Council the removal of Place 3, Director Milke for consecutive absences without prior notification. Staff made numerous attempts to contact Mr. Milke as well as did EDC President Gary Jones with no success.

Mayor Pro Tem Hall moved that Council approve the recommendation from the EDC to remove PL3 Director Milke pursuant to EDC Bylaws, Article IV, Section 2, and direct staff to solicit for applications for board appointments, seconded by PL4 Hunt. *No oppositions, no abstentions.*

VOTE: The motion carried unanimously: 4-0.

REQUESTS FOR FUTURE AGENDA ITEMS

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|-----------------------|--------|
| 1. Mayor Pro Tem Hall | None |
| 2. PL2 Stevenson | None |
| 3. PL3 Griffin | Absent |
| 4. PL4 Hunt | None |
| 5. PL5 Oberg | None |
| 6. Mayor Dormier | None |

ADJOURNMENT

There being no further business, Mayor Dormier adjourned the meeting at 8:15 p.m.



Richard Dormier, Mayor

ATTEST:



Pamela Woodall, City Secretary

Approved March 10, 2014



Richard Dormier, Mayor
Ralph Hall, Place One
Larry Stevenson, Place Two

Doug Hunt, Place Four
David Griffin, Place Three
Dean Oberg, Place Five