

CITY OF OVILLA MINUTES

Monday, June 09, 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 7:00 P.M. The following City Council Members were present:

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

Mayor Dormier announced all Councilmen present, thus constituting a quorum. Various department-heads and staff were also present.

Mayor Dormier gave the Invocation and led the recitation of the Pledge of Allegiance.

COMMENTS, PRESENTATIONS, REPORTS AND/OR APPOINTMENTS

▪ **Citizens Comments / Citizens Forum:**

I. None

▪ **Department Activity Reports / Discussion**

Staff and Council shared discussion on the monthly reports.

- Police Department Police Chief M. Moon
 - Monthly Report
 - National Police Week-Mayor Dormier presented a proclamation.
- Fire Department Captain B. Kennedy
 - Monthly Report - Mayor Dormier advised he would like to see response times added to the format of the report.
- Public Works Public Works Director B. Piland
 - Monthly Report
 - Crews are working on road issues on Thorntree Drive resulting from the rain.
- Administration City Administrator C. Powell
 - Weekly activity report(s) – Conducting TRA meter monitoring
- Monthly Municipal Court Report City Secretary P. Woodall
- Code Enforcement/Animal Control Code/A/C Officer M. Dooly
 - Monthly Reports

CONSENT ITEMS

- A. Financial Transactions
- B. Sewer letter to resident customers on city sanitary sewer of a rate increase

PL4 Hunt moved that Council approve the consent items as presented, seconded by PL2 Stevenson.
No oppositions, no abstentions.

VOTE: The motion carried unanimously: 5-0.

REGULAR AGENDA

- ITEM 1. DISCUSSION/ACTION – Consideration** of and action on the Finance Committee's recommendation of an Auditing Firm to perform annual Professional Auditing Services and prepare Financial Statements according to the Governmental Auditing Standards for the City of Ovilla, the Ovilla Economic Development Corporation and the Ovilla Municipal Development District for the fiscal years ending September 2015 through September 2019 and direct staff to negotiate an agreement.

Prior to the Council Meeting this date, the City Council Finance Committee met to review the proposals received in response to the Request for Qualifications for Professional Auditing Services, posted April 18, 2014. The City received eight responses by May 09, 2014. The Finance Committee evaluated the qualifications and made recommendation to City Council, scoring Yeldell, Wilson & Co., the highest. At Council's direction, staff was directed to negotiate an Agreement with the selected auditing firm with an anticipated contract execution date of Monday, June 23, 2014.

PL4 Hunt moved that Council approve the Finance Committee's recommendation to proceed with negotiations for an agreement with Yeldell, Wilson and Co., Auditing Firm to perform annual professional auditing services and prepare financial statements according the GAS for the City of Ovilla, the Ovilla Economic Development Corporation and the Ovilla Municipal Development District for the fiscal years ending September 2015 and September 2016, with three, 1-year optional extensions to end September 2019, seconded by PL2 Stevenson. *No oppositions, no abstentions.*

VOTE: The motion carried unanimously: 5-0.

- ITEM 2. DISCUSSION/ACTION – Consideration** of and action on Ordinance 2014-010 of the City of Ovilla, TX, amending the Fiscal Year 2013-2014 Annual Budget and Program of Services in accordance with the Mid-Year Budget Review and Amendment as part of the formal budget process, providing for publication of this ordinance and providing an effective date.

City Administrator Cyndy Powell presented the annual mid-year review of revenues and expenditures for the current fiscal year as well as a review of estimated amounts for the remainder of the fiscal year. Budget amendments have been prepared based on the mid-year review. The budget amendments include the line item adjustments to the General Fund, Water & Sewer Fund, 4B Economic Development Corporation Fund, Water and Sewer Impact Fund, and Park Impact Fund. The mid-year revised budget will be available on the city's website and filed according to state statute.

	Original	Amended
General Fund	2,611,074	2,679,168
Water & Sewer Fund	1,247,668	1,369,997
Debt Service Fund	572,925	572,925
Capital Projects Fund	256	256
Park Impact Fund	4,044	16,344
Police Special Fund	5,365	5,365
Fire Auxiliary Fund	8,000	8,000
4B EDC	90,785	90,785
Municipal Development District	25,135	25,135
W&S Impact Fund	1,239	4,239
	<u>4,566,491</u>	<u>4,772,214</u>

The adopted combined budget for Fiscal Year 2013-2014 was \$4,566,491 and the mid-year proposed Amended combined budget is \$4,772,214.

PL1 Huber moved that Council approve Ordinance 2014-010 amending the City of Ovilla, TX, Fiscal Year 2013-2014 Annual Budget and Annual Program of Services, in accordance with the Mid-Year Budget Review and amendment as part of the formal budget process, providing for publication of this ordinance and providing an effective date, seconded by PL4 Hunt. *No oppositions, no abstentions.*

VOTE: The motion carried unanimously: 5-0.

ITEM 3. DISCUSSION/ACTION – Consideration of and action for approval of a proposed Budget Calendar for FY2014-2015 budget preparations.

The City Administrator prepared the presented budget calendar for review and approval. Due to vacations, some revisions were made.

Mayor Pro Tem Griffin moved that Council approve the proposed Budget Calendar for FY2014-2015 budget preparations with the noted changes to the July 23 meeting – moved to July 28 and the September public hearing as early as statutorily possible, seconded by PL5 Oberg. *No oppositions, no abstentions.*

VOTE: The motion carried unanimously: 5-0.

ITEM 4. DISCUSSION – Review and discuss the update of 2013-2014 priorities and take action as necessary to direct staff.

Objectives were recommended by the City Administrator last summer and priorities were established by the City Council. The City Administrator presented proposed items for consideration in the FY2014-2015 Budget to include in the continuing development of action plans for the Strategic Guide. Some items pertaining to employee recognition, and social media were either in the process of or already implemented. Mayor Dormier recommended that the 5-year Staffing Plan be completed before the FY2014-2015 Budget. Staff, along with the EDC, was looking into aesthetically pleasing gateway entry signs (7 each) for the city. The Comprehensive Land Use Plan would be up for review. PL1 Huber and PL4 Hunt were both open to the possibility of a full-time fire chief.

No Action.

ITEM 5. DISCUSSION/ACTION – Review and discuss status of roadwork in the Ovilla Oaks subdivision and take action as necessary to direct staff.

Council voiced concerns of the road conditions in Ovilla Oaks and the additional detriment to the roads by the heavy refuse trucks. Public Works Director Piland advised that repairs to Ovilla Oaks were coming soon with the laying of new base material.

No Action.

ITEM 6. DISCUSSION – Review and discuss the Main Street Sewer Project and take action as necessary to direct staff.

With the completion of the Main Street Sewer Project, staff presented a summary of costs (minus the use of city equipment) incurred by the city which came in under budget. Mayor Dormier suggested refunding the savings of the developer's share back to the four developers. However, staff was directed to return with an updated project cost to the city once all costs associated with Main Street Sewer were assessed. The use of city equipment would need to be included with those totals and taken into consideration, per PL5 Oberg. Remaining members concurred.

No Action.

ITEM 7. DISCUSSION – Review and discuss the parking options for Water Street in response to the Petition to close the street and take action as necessary to direct staff.

At the May 12, 2014 Council Meeting, the abutting property owners of Water Street presented a petition to close Water Street and to provide additional parking, a safer environment for pedestrians, a safer vehicular traffic pattern, and support economic development through revitalization by the downtown landowners. PL2 Stevenson and staff presented two basic sketches to determine the feasibility of creating parking spaces, keeping in mind the safety and welfare of pedestrians and vehicular traffic, and report back at a future meeting with options for Council's consideration. Three options were discussed:

Option 1 – close the portion of Water Street between the two buildings (properties) beginning at the front corner of the Crouch building and extending to the west 130 ft. This will allow for four (4) additional parking spaces at the front of the properties and eliminate the thoroughfare. This option will also allow access to the residents on Water Street from the west end.

Option 2 – change Water Street to a one-way road and allow parking parallel to the existing buildings on either side of the road. This option would allow for approximately eight (8) parking spaces and increase safety at the intersection of Water Street and Center Street. This option does not close the roadway, it only allows for additional parking and one-way access from the east.

Option 3 - close Water Street and transfer the rights to the abutting landowners proportionately; the City would retain the utility easement and the owners would determine use.

The consensus of the Council was to maintain control of the property (no transfer of rights) and take no action for further research pending consideration of the results of an assessment of the Historic Downtown.

No Action.

ITEM 8. DISCUSSION – Review and discuss the frequency of City Council meetings and take action as necessary to direct staff.

Mayor Pro Tem Griffin provided a list of nearby cities that their Councils' met once monthly. Those of comparable size met once a month whereas the larger cities, except for Red Oak, met twice monthly. Mayor Pro Tem Griffin's recommendation was to establish once-a-month meetings to include workshops prior to the meetings on a trial basis beginning September or the first of the fiscal year. Council had varied opinions. Staff was directed to return with a resolution.

No Action.

REQUESTS FOR FUTURE AGENDA ITEMS

- | | |
|------------------|------|
| 1. PL1 Huber | None |
| 2. PL2 Stevenson | None |
| 3. PL3 Griffin | None |
| 4. PL4 Hunt | None |
| 5. PL5 Oberg | None |
| 6. Mayor | None |

ADJOURNMENT

There being no further business, Mayor Dormier adjourned the meeting at 9:17 p.m.

ATTEST:



Richard Dormier, Mayor



Pamela Woodall, City Secretary

Richard Dormier, Mayor
Rachel Huber, Place One
Larry Stevenson, Place Two



Approved July 14, 2014

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