

**CITY OF OVILLA MINUTES**  
**Monday, June 27, 2016**  
**Special City Council Budget Workshop Meeting**  
**105 S. Cockrell Hill Road, Ovilla, TX 75154**

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Mayor Dormier called the Special Council Budget Workshop Meeting of the Ovilla City Council to order at 5:03 p.m., with notice of the meeting duly posted. Mayor Dormier made the following public announcement asking all individuals to be cognizant of the two signs at the entrance to the Council Chamber room referencing Sections 30.06 and 30.07 of the *Penal Code, persons licensed under Subchapter H, Chapter 411, Government Code may not enter this property with a concealed handgun nor enter this property with a handgun that is carried openly.*

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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
Michael Myers	Council Member, Place 5

Mayor Dormier announced present Council members, thus constituting a quorum. City Manager Dennis Burn, various department directors and staff were also present.

Mayor Dormier gave the Invocation and PL1 Huber led the recitation of the Pledge of Allegiance.

**COMMENTS, PRESENTATIONS, REPORTS AND/OR APPOINTMENTS**

- **Presentations, Reports, Appointments**
  1. None
- **Citizen Comments**
  1. None

**CONSENT AGENDA**

C1. Council Minutes of the Briefing Session and Regular Meeting of June 13, 2016.

PL4 Hunt moved that Council approve the consent items as presented, seconded by PL2 Stevenson.

***VOTE: Motion approved unanimously.***

**REGULAR AGENDA**

**ITEM 1. DISCUSSION/ACTION** – Workshop and review of the preliminary Fiscal Year 2016-2017 Budget and direct staff as necessary.

City Manager Dennis Burn began the workshop with the review of the General Fund revenues, adding his expectation of 65 newly permitted residential homes for the upcoming fiscal year. Council directed staff to clarify the layout of the 3% merit increases, as it appeared to show inconsistencies from the spreadsheet. Council conveyed additional requests and inquiries, with staff's responses to some.

1. EDC expenses - transfers should be shown in the General Fund.
2. Has staff researched for available grants through police and fire?
  - Police: no grants available for personnel, some for equipment/gear.
  - Fire: has applied for a reimbursement grant on bunker gear.
3. Requested a revision to the budget formatting with a new column showing a year-to-date actual expenses.
4. Requested a proposed budget with a lower tax rate, based on the increased appraisals.
5. Assure that the residential permits cover inspection fees.

With the assistance of City Manager Dennis Burn, each department director gave their presentations, identifying their departments' needs assessments.

POLICE DEPARTMENT, Chief Windham:

1. Requested one new fully outfitted police vehicle according to the vehicle replacement program.
  - a. Sell one older vehicle.
2. Requested facility upgrades: restrooms, security, quartermaster and officer lockers, evidence storage and gun safes.
3. Requested two additional officers
4. Advised that a slight increase was made to the uniform line item.
5. Recommended that the City plan to set aside funds for a 700 Megahertz Radio System that will be shared with Midlothian and Red Oak Municipalities for police and fire departments – expected at mid-year. The cost could be \$100,000 or possibly more.

FIRE DEPARTMENT, Chief Kennedy:

1. Requested to increase payroll by approximately \$88,000 – to remain consistent with the Emergency Services District #2 (ESD #2) contract and guidelines recommended by the NFSA to keep three firefighter/paramedics on at all times. This increase would allow the hiring of necessary personnel.
2. Requested the minimum hourly wage increases for fire captains and firefighters as outlined in the approved City Pay Plan.
3. Add one new command vehicle. (Retain the old command vehicles for the deputy fire chief/fire marshal's use.
4. Emergency Services District (ESD) #2 and ESD #4 expected contracts to remain the same based on runs.

Council comments to Fire needs assessments:

1. PL4 Hunt – Consider a fulltime fire chief.
2. Ask the ESD #2 to assist with the necessary increase in to fund firefighters.

NEIGHBORHOOD SERVICES (Code and Animal Control), Mike Dooly:

1. Advised Council that the animal holding facility needs upgrading and expansion.
2. Requested a new camera.

Council comments to Neighborhood Services needs assessments:

1. Make provisions for office work assistance for Mike and continue cross training in the fieldwork with a Public Works employee. Mike is carrying too many responsibilities alone. (Animal Control, Building Official, DR inspector, mosquito patrol and permitting.)

PUBLIC WORKS (Street and Parks were addressed-not Water/Sewer) Public Works Director Brad Piland:

1. Add one new crew-cab truck.

Council Comments to Street and Parks needs assessments:

1. Economic Development Corp. (EDC) will donate the funding on park restrooms to the Parks Department.

The City Council directed City Manager Dennis Burn to evaluate job responsibilities in all departments and plan to apportion the workload among employees more evenly. Neighborhood Services and areas of administration were carrying too many tasks without additional help.

City Manager Dennis Burn advised Mayor Dormier and Council that the Water and Sewer Departments, Debt Service, 4B-EDC, MDD, Park Impact, Water and Sewer Impact, Capital Projects, Fire Auxiliary and Police Auxiliary budgets would be presented at the next budget workshop.

**EXECUTIVE SESSION**

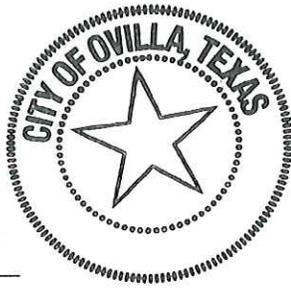
NONE

**REQUESTS FOR FUTURE AGENDA ITEMS AND/OR ANNOUNCEMENTS**

1. PL1 Huber                   None
2. PL2 Stevenson           None.
3. PL3 Griffin               None
4. Mayor Pro Tem Hunt   None
5. PL5 Myers               None
6. Mayor                     None

**ADJOURNMENT**

PL4 Hunt moved to adjourn the June 27, 2016 Special Council Budget Workshop Meeting, seconded by PL1 Huber. There being no further business, Mayor Dormier adjourned the meeting at 8:53 p.m.



ATTEST:

Pamela Woodall, City Secretary

Richard A. Dormier, Mayor

**Approved August 08,, 2016**