

**CITY OF OVILLA MINUTES**  
**Monday 12 July 2010**  
**Regular City Council Meeting**  
**105 S. Cockrell Hill Road, Ovilla, TX 75154**

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Mayor Vansyckle called the Regular Council Meeting of the Ovilla City Council to order at 7:00 P.M. The following City Council Members were present:

Tom Leverentz	Mayor Pro-Tem, Place 1
Michael Dickey	Council Member, Place 2
James Wade	Council Member, Place 3
Doug Hunt	Council Member, Place 4
Richard Dormier	Council Member, Place 5

All members were present, thus constituting a quorum.

City Administrator Randy Whiteman and various department-head staff members were also present.

Place 5, Dormier gave the invocation.

Place 2, Dickey led the Pledge of Allegiance.

**Comments, Presentations and Reports and Appointments**

Mayor Vansyckle announced that an upcoming Town Hall meeting regarding the needs of Ovilla's current roads would be set for July 19, at 7:00 o'clock P.M. at the Ovilla Road Baptist Church.

• **Citizen Comments**

There was none.

**DEPARTMENTAL REPORTS:**

- ◆ Police Department Chief Mike Moon
- ◆ Fire Department Chief Donnie Pickard  
The outdoor warning siren had recently been repaired. Both the Ovilla Police and Fire departments received a "thank you" from the City of Lancaster for assistance during a recent emergency.
- ◆ Public Works Department Director Jason Robinson  
Mike Dooly was getting roof repair quotes for the police-building roof. Shiloh Bridge repair estimates were still pending.
- ◆ Finance Department Accountant Sharon Jungman
  - Municipal Court Report  
Collections increased this month from last year's revenue during the same month; however, year-to-date was down approximately \$7500.  
The preliminary draft FY2011-2011 Budget formatting was explained.
- ◆ Administration CA Randy Whiteman  
City Administrator stated that we were anticipating budget deficits.

**CONSENT ITEMS:**

- ◆ Monthly Financial Transactions of June 2010

Mayor Pro-Tem Leverentz made a motion to approve the consent item as presented. Place 2, Dickey seconded the motion.

**VOTE: The motion carried unanimously.**

**INDIVIDUAL CONSIDERATION:**

**ITEM 1. Discussion/Action** – Consider nominations and appointments/reappointments to the Planning and Zoning Commission.

Council discussed the need to form a committee to facilitate in the selection process for an appointment to the P & Z Commission. Mayor Vansyckle, Place 3 Wade, and City Administrator Randy Whiteman volunteered to conduct interviews in the coming weeks.

Place 4 Hunt made a motion that Council appoint the committee consisting of the three individuals previously listed to conduct interviews and return to Council with a recommendation for appointment to fill the vacancy created with the resignation of Dean Oberg. Place 5 Dormier seconded the motion.

**VOTE: The motion carried unanimously.**

**ITEM 2. Discussion/Action** – Consider nominations and appointments/reappointments to the Board of Adjustment.

All members with expiring terms voiced desire for reappointment.

Mayor Pro-Tem Leverentz made a motion that Council reappoint Stephanie Albright and Julia Cearley to the Board of Adjustment for another term and reappoint Linda Edmiston to another term as an alternate member to the Board of Adjustment. Place 5 Dormier seconded the motion.

**VOTE: The motion carried unanimously.**

**ITEM 3. Discussion/Action** – Consider place number assignments to members of the Board of Adjustment.

The Board shall be identified by place numbers one through five and will include two alternate places. The odd-numbered places will expire during the odd numbered years; the even numbered places in the even numbered years. Each alternate position will expire rotationally.

Place 5 Dormier made a motion that Council make the following place number assignments to the BOA Members:

David Griffin	Place One
Stephanie Albright	Place Two
Barbara Betik	Place Three
Julia Cearley	Place Four
Richard Ware	Place Five

And Alternates:

Linda Edmiston	Place Six
Patricia Rarick	Place Seven

Mayor Pro-Tem Leverentz seconded the motion.

**VOTE: The motion carried unanimously.**

*Bill Vansyckle, Mayor*

*Tom Leverentz, Mayor Pro-Tem*

*Michael Dickey, Place Two*

2

*Doug Hunt, Place Four*

*James Wade, Place Three*

*Richard Dormier, Place Five*

**ITEM 4. Discussion/Action** – Consider nominations and appointments/reappointments to the Economic Development Corporation.

Places 1, 3 & 7 were up for new terms and Place 6 resigned. John Knight and Doug Hunt voiced desire for reappointment. Ed Arnold advised that he would remain as a member if Council were unable to find a replacement.

Mayor Pro-Tem Leverentz made a motion that Council reappoint the following individuals to the Economic Development Corporation for two-year terms: Mr. John Knight, Mr. Ed Arnold & Mr. Doug Hunt. Mayor Pro-Tem Leverentz further made a motion that Council allow the committee to return with a recommendation to fill place 6. Place 5 Dormier seconded the motion.

**VOTE: The motion carried unanimously.**

**ITEM 5. Discussion/Action** – Consider authorizing the funding of a 12” extension to loop the water lines on Elmwood and Shadowwood.

This project was listed on the City’s Impact Fee schedule and such would be funded through the Impact Fees. Quotes and a parts list were provided to Council at a cost under \$20,000.

Mayor Pro-Tem Leverentz made a motion that Council authorize the City Administrator to use Impact Fees to fund the 12” waterline extension looping Elmwood & Shadowwood Streets at a cost of \$13,354. Place 4 Hunt seconded the motion.

**VOTE: The motion carried unanimously.**

**ITEM 6. Discussion/Action** – Receive and accept a resignation from the Public Works Director and take any action deemed necessary.

After 12-years of employment with the City of Ovilla, Jason Robinson accepted a position with TCEQ. His resignation will become effective July 30, 2010. Mayor Vansyckle, Mayor Pro-Tem Leverentz, Place 3 Wade, Place 5 Dormier and City Administrator Randy Whiteman all voiced gratitude for Jason’s dedicated work and were happy for his opportunity.

Place 4 Hunt made a motion that Council accept the resignation of Jason Robinson and direct the City Administrator to act in the absence of a Public Works Director until the position is filled. Mayor Pro-Tem Leverentz seconded the motion.

**VOTE: The motion carried unanimously.**

**ITEM 7. Discussion/Action** – Consider a DIR (Department of Information Resources) Contract Agreement with Verizon Wireless for all department cellular phones.

City Accountant Sharon Jungman compiled a cost comparison worksheet for the city assigned/provided cell phones. Moving to Verizon with the same features would prove a cost savings.

Mayor Pro-Tem Leverentz made a motion that Council allow the City Administrator to enter into a DIR Contract Agreement with Verizon Wireless for mobile phones. Place 4 Hunt seconded the motion.

**VOTE: The motion carried unanimously.**

**ITEM 8. Discussion/Action** – Consider requesting a review and possible recommendation from the Planning and Zoning Commission for amendments to the Ovilla Zoning Ordinance: Article 5, Section 35.3; maximum fence height, Article 5, Section 47.3; Planning and Zoning Commission terms, and Articles 4 & 6; movable storage units.

Suggested revisions to the zoning ordinance were discussed:

1. Increase the maximum fence height to 8’.
2. Adding the definition of PODS and adding a section related to movable storage units.
3. Make corrections pertaining to terms and assigned place numbers for the Planning & Zoning Commission.

Council Member Hunt made a motion that Council direct staff to forward the noted amendments to the Planning & Zoning Commission for review, consideration and recommendation. Place 5 Dormier seconded the motion. Place 2 Dickey abstained.

***VOTE: The motion carried four in favor, 1 abstention.***

**ITEM 9. Discussion Only** – Discuss and review of the proposed employee handbook.

Ovilla employees have been without a good working employee handbook for some time. Mayor Pro-Tem Leverentz offered to closely examine the presented draft and work with staff to present a final draft to Council for approval.

***VOTE: THERE WAS NO ACTION ON THIS ITEM, DISCUSSION ONLY.***

**ITEM 10. Discussion Only** – Review and discuss upcoming Heritage Day and Council progress regarding their assignments to aid in the success of Heritage Day.

This item was to remain on the agenda to allow co-chairs to offer updates and progress of upcoming Heritage Day.

***VOTE: THERE WAS NO ACTION ON THIS ITEM, DISCUSSION ONLY.***

**ITEM 11. Discussion/Action** – Discuss roads and consider authorizing the City Administrator to expend road infrastructure funds with Ellis County.

Commissioner Ron Brown advised City Administrator Randy Whiteman and Mayor Vansyckle that the county was currently resurfacing their (the county’s) portion of Westmoreland Road and that this would be the perfect time to continue with Ovilla’s portion of resurfacing Westmoreland too. To resurface the city’s stretch of Westmoreland would cost the city approximately \$64,000. Mayor Pro-Tem Leverentz voiced concern to spend that much on Westmoreland when Ovilla has so many roads in need of repair; Red Oak Creek for one. Ovilla is budgeted to pay for approximately one mile of resurfacing annually.

***VOTE: THERE WAS NO ACTION ON THIS ITEM.***

***TABLED ITEM – May 24, 2010***

**Discussion/Action** – Consider letter of proposal from Schrickel, Rollins & Associates to conduct a feasibility study for the proposed Public Works Facility.

***THE TABLED ITEM WAS NOT ADDRESSED.***

**Council's Request for Consideration of Future Agenda Items**

**Place 5, Dormier:** None.  
**Place 4, Hunt:** None.  
**Place 3, Wade:** Possibility of monthly reports online; Discuss purchase of Heritage Day banners.  
**Mayor:** Continue with road repair discussion and Heritage Day plans.  
**Place 2, Dickey:** Spray for mosquitoes, bug control.  
**Mayor Pro-Tem Leverentz:** None.

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**Adjournment**

Place 3, Wade made a motion to adjourn the meeting of July 12, 2010, at 8:55 PM. Mayor Pro-Tem Leverentz seconded the motion.

***VOTE: The motion carried unanimously.***

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Bill Vansyckle, Mayor

ATTEST:

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Pamela Higgins, City Secretary

***Approved: October 25, 2010***