

CITY OF OVILLA

Tom Leverentz, Mayor Pro-Tem
Vacant, Place Two
James Wade, Place Three

Vacant, Mayor

Doug Hunt, Place Four
Richard Dormier, Place Five
Randy Whiteman, City Administrator

Ovilla City Council Agenda

105 S. Cockrell Hill Road, Ovilla, TX 75154

Monday, March 12, 2012

7:00 P.M.

Council Chamber Room

Pursuant to the provisions of Chapter 551 VTCA Government Code, NOTICE is hereby given of a Regular Meeting of the City Council of the City of Ovilla, to be held on Monday, March 12, 2012 at 7:00 P.M. in the City Hall Council Chamber Room, 105 S. Cockrell Hill Road, Ovilla, Texas, 75154, for the purpose of considering the following items.

1. CALL TO ORDER

- ◆ Invocation
- ◆ Pledge of Allegiance

2. COMMENTS, PRESENTATIONS, ANNOUNCEMENTS & REPORTS

- ◆ Service League to make presentation to the Fire Department

◆ Citizen 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 decision at this time. Speakers under citizen's 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.

◆ Department Activity Reports / Discussion

- | | |
|---|--------------------------------|
| ◆ Police Department | Chief M. Moon |
| • Monthly Report | |
| ◆ Fire Department | Fire Chief D. Pickard |
| • Monthly Report | |
| ◆ Public Works | Director B. Piland |
| • Monthly Report | |
| ◆ Finance Department | Accountant S. Jungman |
| • Monthly Municipal Court Report | |
| ◆ Administration | City Administrator R. Whiteman |
| • Monthly Reports – Code Enforcement/Animal Control | |
| • Update on the May 2012 Election | |

3. CONSENT AGENDA

- ◆ Minutes of the February 27, 2012 Regular Council Meeting.
- ◆ RESOLUTION 2012-003 appointing an Election Judge, Alternate Election Judge, appointing Early Voting Ballot Board, appointing the early voting clerk and deputies and setting the method for tallying votes.
- ◆ Financial transactions

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.

4. REGULAR AGENDA **INDIVIDUAL CONSIDERATION**

CITY OF OVILLA

Tom Leverentz, Mayor Pro-Tem
Vacant, Place Two
James Wade, Place Three

Vacant, Mayor

Doug Hunt, Place Four
Richard Dormier, Place Five
Randy Whiteman, City Administrator

- ITEM 1. Discussion/Action** – Consider recommendation from the City Administrator and authorizing the City Administrator to sign a letter of agreement for legal counsel.
- Presented by the City Administrator
- ITEM 2. Discussion/Action** – Consider recommendations from the Capital Improvement Projects Committee for Fiscal Year 2011-2012.
- Presented by CIP Representative
- ITEM 3. Discussion/Action** – Report of vacancy on the Municipal Development District Board.
- Presented by Administrative staff

5. 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).

6. Conflict of Interest

If a Council Member elects to refrain from an item(s) on this agenda, please see the City Secretary for an affidavit prior to the convening of the meeting.

7. Council's Request for Consideration of Future Agenda Items

No action or in-depth discussion may occur during this item. It is intended to provide an opportunity for the Council to inform each other and the public about events and situations that are of general interest.

8. Adjournment

This is to certify that a copy of the Notice of the Regular City Council Meeting for March 12, 2012, was posted on the bulletin board at City Hall, 105 S. Cockrell Hill Road, Ovilla, on the 8th day of March 2012 prior to 6:00 p.m.



Pamela Woodall
City Secretary

CERTIFICATION: I hereby certify that the Ovilla City Council Agenda was removed from the City Hall Bulletin Board, located at 105 S. Cockrell Hill Road, Ovilla, TX 75154, (a place accessible to the public at all times) on the _____ day of _____ 2012, at _____ am/pm, after having been posted for at least 72 continuous hours preceding the scheduled time of the posted meeting. _____

Pam Woodall, City Secretary

IF YOU OR YOUR REPRESENTATIVE HAVE A DISABILITY THAT REQUIRES SPECIAL ARRANGEMENTS AND YOU PLAN TO ATTEND THIS PUBLIC MEETING, PLEASE CALL THE CITY SECRETARY AT 972-617-7262 WITHIN 24 HOURS OF THE MEETING. REASONABLE ACCOMMODATIONS WILL BE MADE TO MEET YOUR NEEDS AT THE MEETING. PLEASE SILENCE ALL PAGERS, CELL PHONES & OTHER ELECTRONIC EQUIPMENT WHILE THE CITY COUNCIL MEETING IS IN SESSION.

OVILLA POLICE DEPARTMENT

105 S. Cockrell Hill Rd.

Ovilla, TX 75154

(972) 617-7262

Mayor Pro-Tem Tom Leverentz, Mr. Randy Whiteman,
and the Ovilla City Council

Subject: Police Department Monthly Activity Report:

Feb-12	YTD
---------------	------------

<u>Calls For Service</u>	<u>Total</u>	<u>Total</u>
ACCIDENT	3	4
ALARMS	14	30
ARREST	2	2
ASSAULT	0	0
ASSISTS: Agency/Unit: 24 EMS/Fire: 3 Motorist: 2	29	55
BLDG / HOUSE SECURITY CHECK	1254	2434
BURGLARY	1	1
BURGLARY OF MOTOR VEHICLE	0	1
CRIMINAL MISCHIEF	0	0
DISTURBANCE	3	8
NEIGHBORHOOD CHECK	1314	2766
OTHER CALLS FOR SERVICE	96	175
SUSPICIOUS PERSON	4	8
SUSPICIOUS VEHICLE	3	11
THEFT	2	3
TRAFFIC ASSIGNMENT	45	95
TOTAL CALLS FOR SERVICE	2770	5593
RESERVE OFFICER HOURS	0	0
AVERAGE RESPONSE TIME (MINUTES)	3.35	3.425
TRAFFIC STOP (WARNINGS)	57	94
CITATION	42	75
TOTAL	99	169
PERCENT OF STOPS RECEIVING CITATIONS	42.4	44.4

OVILLA PD VEHICLE MILEAGE

OVILLA PD VEHICLE MILEAGE							
October-11				November-11			
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100	41943	43207	1264	100	43207	44765	1558
101	110758	112163	1405	101	112163	113174	1011
102	50237	51292	1055	102	51292	52317	1025
103	40304	41557	1253	103	41557	42384	827
104	12171	14880	2709	104	14880	17477	2597
December-11				January-12			
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100	44765	46041	1276	100	46041	48164	2123
101	113174	114058	884	101	114058	115745	1687
102	52317	53215	898	102	53215	54927	1712
103	42384	43384	1000	103	43384	46664	3280
104	17477	19769	2292	104	19769	24822	5053
February-12				March-12			
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100			0	100			0
101			0	101			0
102			0	102			0
103			0	103			0
104			0	104			0
April-12				May-12			
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100			0	100			0
101			0	101			0
102			0	102			0
103			0	103			0
104			0	104			0
June-12				July-12			
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100			0	100			0
101			0	101			0
102			0	102			0
103			0	103			0
104			0	104			0

OVILLA FIRE DEPARTMENT

February 2012 MONTHLY REPORT

TOTAL RESPONSES TO: 50

Automatic Fire/Med Alarms	3	Disregarded & Misc.	11
Brush/Grass Fires	0	Public Service Assist	3
Carbon Monoxide Alarm	0	Air/Rehab	2
Emergency Medical Service	21	Structure Fire	8
Hazardous Condition	1	Trash Fire	0
Investigation of Smoke/Odor	4	Fill In/Move Up	2
Lockout	1	Vehicle/Trailer Fire	0
Vehicle/Airplane Crash	4	Controlled Burning	0

STRUCTURE FIRES/REHAB LOCATIONS - 12

See Attached List	

EMS RESPONSES - 25

Vehicle/Airplane Crash	4
Medical Emergencies	21
Basic Life Support Given (BLS)	16
Advanced Life Support Given (ALS)	5
Public Service Assist	3

MONTHLY STATISTICS: 50

Total Fire & EMS Responses	50	Total Gasoline Consumption	86.8
Total Fire/EMS Training Hours	379	Total Diesel Consumption	114.3
Total Personnel Attending Fire/EMS Schools	0	Approximate City Water Consumption in Gallons	6,000
Total Apparatus Training Hours	21	Fire Calls Made By Daytime FF	4
Extra Station Duty Hours	709	EMS Calls Made By Daytime FF	9
Total Donations Received	\$100.00	Total Calls Made By Daytime FF	13
		Overlapping Incidents	3

HOURS DONATED BY FIREFIGHTERS

Training Hours / Extra Station Duty	379/709
Responding To Fire/EMS Calls	205
Total Hours	1,293
Total Hours Savings @ \$21.47 per hour	\$ 27,760.71
Year To Date Savings	\$ 59,278.67



Donnie Pickard
Fire Chief

DATE: February 2012

TO: Honorable Mayor and City Council Members

FROM: Chief Donnie Pickard

TOPIC: Monthly Department Report

- **Average over all response time in the City of Ovilla** -5:23
- **Average response time in the city 07:30-17:30** - 4:58
- **Average response time in the city 17:30-23:59** - 5:40
- **Average response time in the city 00:00-07:30** - 5:17
- **Average over all EMS response time in the City of Ovilla** - 5:23
- **Average EMS response time in the city 07:30-17:30** - 5:10
- **Average EMS response time in the city 17:30-23:59** - 4:21
- **Average EMS response time in the city 00:00-07:30** - 7:20
- **Average over all response time in OOPA** - 7:57
- **Average response time in OOPA 07:30-17:30** - 8:04
- **Average response time in OOPA 17:30-23:59** - 7:51
- **Average response time in OOPA 00:00-07:30** - No Runs
- **Average over all EMS response time in OOPA** - 7:34
- **Average EMS response time in OOPA 07:30-17:30** - 9:12
- **Average EMS response time in OOPA 17:30-23:59** - 7:02
- **Average EMS response time in OOPA 00:00-07:30** - No Runs

Ovilla Fire Department Structure Fires/Rehab Calls

For: February 2012

Royal Lane	Midlothian
Tierra Lane	Midlothian
E. Main Street	Midlothian
Suffolk Lane	Cedar Hill
Ventnor Avenue	Midlothian
Percy Street	Lancaster
E. Avenue F	Midlothian
Bryson Lane	Midlothian
Carrington Drive	Glenn Heights
Mcada Drive	Midlothian

Chief David Schrodt
Midlothian Fire Dept.
Midlothian, TX 76065

Chief Donnie Pickard
Ovilla Fire Dept.
Ovilla, TX 75154

Dear Gentleman,

February 13, 2012

Early in the morning of January 18th, 2012, Ovilla Fire Department received a 911 call for a medical emergency for a patient actively having stroke like symptoms. Ovilla Fire Department First Responders arrived on scene to find an 62 y/o male having a stroke with a symptom onset less than one hour. Ovilla FD immediately called for EMS transport from Midlothian FD. The family of the patient requested to be transported to a hospital in Waxahachie, but the First Responders informed the patient needed to be transported to a Primary Stroke Center for his stroke like symptoms. The family and patient agreed and Midlothian Fire Dept. Medic 2 transported patient to Methodist Charlton Medical Center (MCMC).

Upon the patients arrival at MCMC Emergency Department a CODE STROKE was initiated and the Code Stroke Protocol was followed. This patient did received tPA and improved throughout the day. I visited with the patient and the family that afternoon and they were excited about their husband/father's recovery and grateful to EMS decision to be transported to a Stroke Center. The patient's speech was clear and almost his all of his neuro functions were back to normal when he was discharged home two days later.

I wanted to commend your crews making a clinical decision to transport this patient to a Stroke Center. This quick decision made a positive outcome for this patient. The family wanted me to pass on to the Ovilla and Midlothian Fire Departments their expressive grateful THANK YOU.

Respectfully,

R. Dudley Wilcoxson, NREMT-P
EMS Liaison
Methodist Charlton Medical Center
214-947-0974 or 817-372-3367



DATE: March 6, 2012

TO: Honorable Mayor and City Council Members

FROM: Brad Piland Public Works Director

TOPIC: Public Works Monthly Report for February

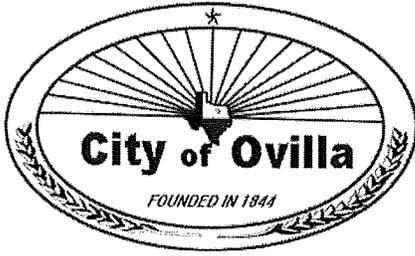
- Repair Fire Hydrant at 105 Cockrell Hill
- Patched potholes Thorntree, Suburban, Water, Cockrell Hill, Westmoreland
- Built new headwall at 700 Georgetown
- Sewer Lift Station Repairs- pulled pump 1 at Heritage lift station
- Pump Station mow and weed eat
- Trimmed trees in right of way on Red Oak Creek Rd
- Cleaned ditches Red Oak Creek Rd
- Read Water meters Service Disconnects and Reconnects
- Ditch work on Georgetown
- Cleaned culverts
- Update marquee as needed
- Daily Water Maintenance residual and pressure test
- Heritage Park and Silver Spur Park and Baseball fields and park- tree and grass maintenance
- Disked baseball field and cleaned drains
- Seal coat on streets

- Saw cut concrete on Split Rock
- Marked water mains on Lariat for new utility pole installation
- Cleaned drainage ditch from installation of new culverts
- New gravel in Heritage Park
- Jimmy Bryan -
 - Serviced PD # 104
 - Replaced window motor on PD#100
 - Repair JCB backhoe
 - Repaired lights on trailer
 - Repaired concrete saw

Flushed Hydrants

- Collect water samples for TCEQ reporting
- Water Maintenance – routine flushing mains and hydrant
- Meter Box repair and replace lids as needed

Water plants at City Hall and park
New tires and service PD #103



Jessica Foresman
Court Clerk

DATE: March 12, 2012
TO: Honorable Mayor Pro Tem and City Council Members
CC: City Administrator, Randy Whiteman
FROM: Jessica Foresman, Court Clerk
SUBJECT: Monthly Staff Report

51 traffic, and 2 penal related cases were filed for the month of February. 15 warrants were issued

Court Collection for the month of February was \$12,254.70

\$7,999.02 is kept by the City FYTD \$28,987.30
\$4,525.68 is remitted to State FYTD \$18,781.40

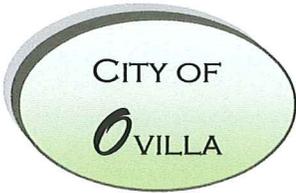
FEBRUARY 2012 CODE ENFORCEMENT REPORT

- COMPLAINTS/VIOLATIONS – 67
- FOLLOW-UPS – 72
- EDUCATION – 51
- LETTERS SENT– 3 (2 PARKING IN YARD 1PUBLIC NUISANCE)
- NUISANCE ABATED – 2 VEHICLES 4 DEBRIS AND BRUSH
- DOOR HANGER NOTICES – 24 (5 PARKING IN YARD, 4 PERMIT,15 BRUSH AND DEBRIS)
- SIGNS REMOVED – 12 (7 BUSINESS, 5 GARAGE SALE)
- PICTURES TAKEN –79
- GARAGE SALE PERMITS – 3 FOR A TTL \$15
- COURT –1 PLEA-NOT GUILTY- NO PERMIT-JURY TRIAL
- STREET LIGHT REPORTED
 - COMPLAINTS –4 FOLLOW-UPS – 6
- PERMITS REVIEWS – 6 INSPECTIONS –5
1 SEPTIC TANK PERMIT
- ILLEGAL DUMPING – 3 (1 BRUSH JOHNSON LANE, 2 RED OAK CREEK DEBRIS)
- BOARD OF ADJUSTMENT - 1 SPECIAL EXCEPTION GRANTED

FEBRUARY 2012

ANIMAL CONTROL

- COMPLAINTS/VIOLATIONS – 36
- FOLLOW-UPS – 38
- ANIMALS PICKED UP – 6 DOGS
- ANIMAL RELOCATED – 0
- TAG RENEWAL NOTICES SENT –23
- DOOR HANGERS – 17 (7 DOG AT LARGE 10 REGISTRATION)
- PICTURES TAKEN – 44
- EDUCATION – 42
- IMPOUND FEES -\$80.00 (2 IMPOUND)
- DECEASED / REMOVED –14
- CITY TAGS – 32 ISSUED = TTL \$384 .00
- OAK LEAF CALLS –1 (DOG FIGHT, TRANSPORT 2 DOG)
- 3 TRAPS CHECKED OUT
- 2 REPORTS OF COYOTES IN YARD



CONSENT ITEMS

3 Item(s)

Meeting Date: March 12, 2012

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Administrative Staff

Attachments:
<ul style="list-style-type: none"> ◆ Minutes of the February 27, 2012 Regular Council Meeting. ◆ RESOLUTION 2012-003 appointing an Election Judge, Alternate Election Judge, appointing Early Voting Ballot Board, appointing the early voting clerk and deputies and setting the method for tallying votes. ◆ Financial transactions
Agenda Item / Topic:
N/A
Discussion / Justification:
Recommendation / Staff Comments:
Staff recommends approval.
Sample Motion(s):
<p><i>"I MAKE A MOTION THAT COUNCIL APPROVES/DENIES THE CONSENT ITEMS AS PRESENTED."</i></p> <p><i>"I MAKE A MOTION THAT COUNCIL APPROVES/DENIES THE CONSENT ITEM(S) AS PRESENTED WITH THE EXCEPTION OF _____ TO PULL FOR IMMEDIATE DISCUSSION/ACTION PRIOR TO APPROVAL."</i></p>

CITY OF OVILLA MINUTES
Monday, 27 February 2012
Regular City Council Meeting
105 S. Cockrell Hill Road, Ovilla, TX 75154

Acting Mayor Leverentz 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	Acting Mayor, Place 1
	Doug Hunt	Council Member, Place 4
	Richard Dormier	Council Member, Place 5
Absent:	James Wade	Council Member, Place 3
Vacant:	Mayor & PL2	

Acting Mayor Leverentz noted PL3's absence and those members present, thus constituting a quorum. City Administrator Randy Whiteman and various department-head staff members were also present.

PL4 Hunt gave the Invocation.
PL5 Dormier led the Pledge of Allegiance.

Comments, Presentations and Reports and Appointments

The Ovilla Service League was not prepared and postponed the presentation for the subsequent meeting. Acting Mayor Leverentz complimented PL4 Hunt for his remarkable efforts and dedication in helping the Service League with the annual dinner.

CITIZENS COMMENTS / CITIZENS FORUM:

1. None

◆ **Department Activity Reports / Discussion**

- Finance Department Accountant S. Jungman
 - Gave Monthly Financials and advised that ad valorem collections were at 85.61% to date. Water sales were up slightly. Annual audit expenses would increase about 17% next year.
- Administration City Administrator R. Whiteman
 - Notice of lawsuit – Advised Council that Mr. Pete Smith was the assigned legal counsel.
 - Shared Loop 9 update with power-point presentation depicting revised traffic data and demographics. "Loop 9" name would be changed as well.

◆ **CONSENT ITEMS:**

- Minutes of the February 13, 2012 Regular Council Meeting.
- Inter-local Cooperation Contract for the lease of Voting Machines between Ellis County and the City of Ovilla.

PL4 Hunt made a motion to approve the consent items as presented.
PL5 Dormier seconded the motion.

*Acting Mayor Leverentz asked for a record vote by announcement of AYE or NAY.
Present Council announced AYE in favor. No oppositions, no abstentions.
PL3 Wade noted absent.*

VOTE: The motion carried unanimously: 3-0.

**REGULAR AGENDA
INDIVIDUAL CONSIDERATION:**

- ITEM 1. Discussion/Action** – Consider acceptance of the Annual Financial Audit Report for the year ending September 30, 2011, prepared by Yeldell, Wilson and Company C.P.A., P.C.

- Requested by Administrative Staff

Mr. Greer Yeldell from Yeldell, Wilson & Co, P.C. presented Ovilla's annual financials giving overviews of the funds. Mr. Yeldell stated as reflected in the annual report that the City's net assets invested in capital assets increased as a result of infrastructure improvements, while long-term debt decreased due to scheduled debt payments being made. Refunding was a very positive move this year. Mr. Yeldell complimented Ms Jungman for an outstanding job as the city's accountant, adding that the city's funding of the pension plan was 96% funded, which was outstanding. Mr. Yeldell encouraged the governing body to keep that maintained. It was suggested was to increase the operating reserve from 90-days to 120-days.

A significant discrepancy was identified in the water fund with the city selling more water than it was buying. Dallas Water Utilities noted it was due to a faulty meter that has since been replaced. An accrual for the expense was already incorporated into the report.

PL5 Dormier made a motion to approve the audit report for the Fiscal Year ending September 30, 2011.

PL4 Hunt seconded the motion.

Acting Mayor Leverentz asked for a record vote by announcement of AYE or NAY.

Present Council announced AYE in favor. No oppositions, no abstentions.

PL3 Wade noted absent.

VOTE: The motion carried unanimously: 3-0.

- ITEM 2. Discussion/Action** – Consider approval of a bank resolution updating authorized signatures.

- Requested by Administrative Staff

Acting Mayor Leverentz stated that with the resignation of former Mayor Vansyckle the bank signature cards needed updating, to include an additional signature. Because the PL4 seat was the only position not up for election this year, it was suggested to put PL4 Hunt as an authorized signer.

PL5 Dormier made a motion to add PL4 Hunt to the city's bank signature cards as an authorized signer.

Acting Mayor Leverentz seconded the motion.

Acting Mayor Leverentz asked for a record vote by announcement of AYE or NAY.

Present Council announced AYE in favor. No oppositions, no abstentions.

PL3 Wade noted absent.

VOTE: The motion carried unanimously: 3-0.

- ITEM 3. Discussion/Action** – Consider proposal from Henry Farrish regarding the additional audio equipment necessary to complete the Council Chamber room.

- Requested by Council

PL4 Hunt made a motion that Council authorizes the additional expenditures necessary to complete the audio operations to the Council Chamber room in the amount of \$960.20.

PL5 Dormier seconded the motion.

Acting Mayor Leverentz asked for a record vote by announcement of AYE or NAY.

Present Council announced AYE in favor. No oppositions, no abstentions.

PL3 Wade noted absent.

VOTE: The motion carried unanimously: 3-0.

Acting Mayor Leverentz announced that Chief Pickard was accepted to MD Anderson for treatment and that prayers were with him. City Administrator commended the Assistant Fire Chief Phil Brancato for filling in during Chief Pickard's illness.

Acting Mayor Leverentz advised Mike Dickey's funeral would be March 10, at 10:00 a.m. at the Ovilla Methodist Church.

In closing, City Administrator Randy Whiteman commended Sharon for an excellent job on the city's financials.

Council's Request for Consideration of Future Agenda Items

Place 5, Dormier:	None
Place 4, Hunt:	None
Place 3, Wade:	None
Mayor/VACANT:	Vacant
Place 2, VACANT:	Vacant
Acting Mayor Leverentz:	None

Adjournment

PL4 Hunt made a motion to adjourn the meeting of February 27, 2012 at 7:47 P.M.

PL5 Dormier seconded the motion.

VOTE: The motion carried unanimously.

Thomas Leverentz, Acting Mayor

ATTEST:

Pamela Woodall, City Secretary

Approved March 12, 2012

RESOLUTION 2012-003

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS, APPOINTING AN ELECTION JUDGE AND AN ALTERNATE ELECTION JUDGE; APPOINTING AN EARLY VOTING BALLOT BOARD FOR THE MAY 12, 2012 GENERAL ELECTION AND SPECIAL ELECTION; APPOINTING AN EARLY VOTING CLERK; APPOINTING DEPUTY EARLY VOTING CLERKS; SETTING THE METHOD OF TALLYING BALLOTS; AND SETTING AN EFFECTIVE DATE.

WHEREAS, on January 23, 2012 the Mayor and City Council called an Election for Place One, Place Three and Place Five of the City Council;

WHEREAS, on February 13, 2012 the Acting Mayor and City Council called a Special Election for Mayor and Place Two of the City Council;

WHEREAS, the City Council wishes to designate the appointment of the Presiding Election Judge and Early Voting Ballot Board for the General Election and Special Election in conjunction with the General Election to be held on May 12, 2012 as required by the Texas Election Code;

WHEREAS, the City Council wishes to designate the appointment of the Presiding Election Judge, Alternate Presiding Election Judge (EC Title3, Chapter 32), Early Voting Ballot Board (EC Title 7, Chapter 87), Early Voting Clerk, Deputy Early Voting Clerks (EC Title 7, Chapter 83) and setting the Method for Tallying the Ballots for the General Election and Special Election to be held on May 12, 2012 as required by the Texas Election Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS THAT;

SECTION ONE

Charles Morton is hereby named **Presiding Election Judge** and **Helen Morton** is hereby named **Alternate Presiding Judge**. The Presiding Election Judge and the Alternate Presiding Judge shall serve as the presiding officer and the alternate presiding officer, respectively, of the Early Voting Ballot Board. The Presiding Election Judge for the polling place shall appoint Election Clerks and as many additional Clerks as are necessary for the proper conduct of the election. Provided, however, four (4) clerks shall be the maximum number of Clerks which may be appointed to serve at the polling places.

SECTION TWO

Pamela Woodall is hereby appointed Early Voting Clerk and shall appoint a maximum of three Deputy Voting Clerks.

SECTION THREE

Voting at the election shall be by hand count ballot and shall be conducted in accordance with the Texas Election Code.

SECTION FOUR

This resolution shall take effect immediately from and after is adoption, and it is accordingly so resolved.

Passed and approved this 12th day of March 2012.

ACTING MAYOR, Tom Leverentz

ATTEST:

CITY SECRETARY, Pamela Woodall



DATE: 3-12-12

TO: Honorable Mayor and Council Members

FROM: Sharon Jungman

SUBJECT: Account Payable Transactions Paid
in February 2012 over \$5,000

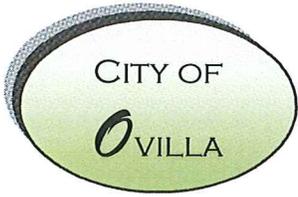
Accounts Payable Paid Transactions in January 2012 Over \$5,000

General Fund

Date	Check#	Payee	Description	Amount
2/24/2012	39939	Blue Cross/Blue Shield	Health Insurance	\$7,956.77
2/2/2012	ACH	Quick Books Payroll Service	Payroll	\$33,226.84
2/16/2012	ACH	Quick Books Payroll Service	Payroll	\$33,508.14
2/14/2012	39918	T.M.R.S.	Retirement	\$8,550.57
2/3/2012	39881	Taylor, Olson, Adkins, Sralla	Legal Fees for Oct.-Dec. 2011	\$6,831.02
2/3/2012	ACH	US Treasury	Payroll Taxes	\$6,762.62
2/17/2012	ACH	US Treasury	Payroll Taxes	\$6,849.47
Total General Fund Transactions Paid in February 2012 \$5,000 and Over				<u>\$103,685.43</u>

Water & Sewer Fund

Date	Check#	Payee	Description	Amount
2/10/2012	14711	City of Dallas	Purchase Water	\$8,121.00
2/29/2012	14734	City of Ovilla General Fund	Garbage Transfer for Feb. 2012	\$17,010.38
Total Water & Sewer Fund Transactions Paid in February 2012 \$5,000 and Over				<u>\$25,131.38</u>



AGENDA ITEM REPORT

Item(s): 1 (City Secretary use only)

Meeting Date: March 12, 2012

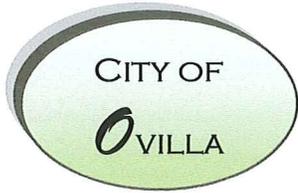
Department: Admin

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Administrative Staff

Attachments:
I. Proposed Letter of Agreement and resume from Ron MacFarlane.
Agenda Item / Topic:
ITEM I. Discussion/Action – Consider recommendation from the City Administrator and authorizing the City Administrator to sign a letter of agreement for legal counsel. • Presented by the City Administrator
Discussion / Justification:
Staff and Council has shown an interest in getting new counsel.
Recommendation / Staff Comments:
CA recommends Ron MacFarlane
Sample Motion(s):



AGENDA ITEM REPORT

Item(s): 2 (City Secretary use only)

Meeting Date: March 12, 2012

Department: Admin

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Administrative Staff

Attachments:	
I. CIP inventory list	
Agenda Item / Topic:	
ITEM 2.	Discussion/Action – Consider recommendations from the Capital Improvement Projects Committee for Fiscal Year 2011-2012. • Presented by CIP Representative
Discussion / Justification:	
Chair will give a report of the meeting.	
Recommendation / Staff Comments:	
Sample Motion(s):	

**10 YEAR PAVING CIP
CITY OF OVILLA**

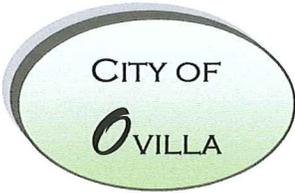
YEAR	STREET	WIDTH, FT	LENGTH, FT	PAVEMENT TYPE	2 COARSE PEN, LF	2-INCH HMAC OVERLAY, SY
2007						
	Lariat Trail	22	5,280	HMAC		12,907
	TOTALS					12,907
2008						
	Cockrell Hill Ph 1	22	3,500	HMAC		8,556
	Johnson Lane	22	10,600	2 COARSE PEN	10,600	
	Duncanville Road	22	2,500	2 COARSE PEN	2,500	
	TOTALS				13,100	8,556
2009						
	Cockrell Hill Ph 2	22	7,500	HMAC		18,333
	TOTALS					18,333
2010						
	Westmoreland North	21	3,770	2 COARSE PEN	3,770	
	Hosford		partial	2 COARSE PEN	1,000	
	Red Oak Creek Road (West)	18	4,835	2 COARSE PEN	4,835	
	TOTALS				9,605	
2011						
	East University	18	435	2 COARSE PEN	435	
	Cardinal	21	1,760	2 COARSE PEN	1,760	
	Meadowlark	21	1,760	2 COARSE PEN	1,760	
	Willow Creek Lane (300 Blk)	20	2,200	2 COARSE PEN	2,200	
	Brookwood Court		350		350	
	TOTALS				6,505	
2012						
	Malloy Lane (2011)	20	2,400	2 COARSE PEN	2,400	
	Buckboard			HMAC OVERLAY		
	Georgetown			HMAC OVERLAY		
	Silver Spur			HMAC OVERLAY		
	Red Oak Creek Road (East)	16	2,740	2 COARSE PEN	2,740	
	Westmoreland South	21	4,630	2 COARSE PEN	4,630	
Evaluate	Thorntree					
Evaluate	Cockrell Hill Ph 1	22	3,500	HMAC OVERLAY		8,556
Evaluate	Cockrell Hill Ph 2	22	7,500	HMAC OVERLAY		
	TOTALS				7,370	12,907
2013						
Evaluate	Green Meadows					
	Shadowwood-300 blk to Elmwood			2 COARSE PEN		Recommended
Evaluate	Johnson Lane	22	10,600		10,600	
Evaluate	Duncanville Road					
	Silverwood			2 COARSE PEN		Recommended
Evaluate	Lariat Trail	22	5,280	HMAC OVERLAY		12,907
Evaluate	Winding Way	23	1,200	2 COARSE PEN	1,200	Recommended
	TOTALS					08.22.2011

**10 YEAR PAVING CIP
CITY OF OVILLA**

YEAR	STREET	WIDTH, FT	LENGTH, FT	PAVEMENT TYPE	2 COARSE PEN, LF	2-INCH HMAC OVERLAY, SY
2014						
	East Main	18	2,500	2 COARSE PEN	2,500	Recommended
	Ovilla Oaks Drive-E Highland to 664			2 COARSE PEN		Recommended
	Culdesacs-Ovilla Oaks					Recommended
*	East Highland					
2015						
	Greenwood			2 COARSE PEN		Recommended
	WestLawn			2 COARSE PEN		Recommended
	Silverwood Drive -moved to 2013	20	2,000	2 COARSE PEN	2,000	Recommended
	Westmoreland East					Evaluate
2016						
	Cardinal					Evaluate
	Meadowlark					Evaluate
	University					Evaluate
	Red Oak Creek West					Evaluate

Water/Wastewater CIP

2012						
	Water Street(14' wtr line-cost share with Impact Fees)			2 COARSE PEN		Recommended



AGENDA ITEM REPORT

Item(s): **3** (City Secretary use only)

Meeting Date: March 12, 2012

Department: Admin

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Administrative Staff

Attachments:
I. Current MDD list
Agenda Item / Topic:
ITEM 3. Discussion/Action – Report of vacancy on the Municipal Development District Board. <ul style="list-style-type: none"> Presented by Administrative staff
Discussion / Justification:
There is still one vacant position on the MDD Board. The city will be soliciting for applications.
Recommendation / Staff Comments:
Staff recommends approval.
Sample Motion(s):



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

**INFORMATION
 SHEET**
 Administration use only

MUNICIPAL DEVELOPMENT DISTRICT – EST. 11.03.2009	
TERM 2y (renewed) EXP. 11.2012	TERM 2y EXP. 11.2012
LEVERENTZ, Tom (Diane) – PL 4	VACANT - PL 2
621 Green Meadows	
Ovilla, TX 75154	
Hm: _____	Hm: _____
Wk: _____	Wk: _____
Cell: _____	Cell: _____
Personal E-Mail: tom@levertz.com	Personal Email: _____
TERM 2 YR – EXP. 11.2013	TERM 2 YR – EXP. 11.2013
DANIELS, Charles - PL 3	SAWYERS, John - PL5
601 Edgewood	112 Circle Drive
Ovilla, TX 75154	Ovilla, TX 75154
Hm: _____	Hm: _____
WK: _____	WK: _____
Cell: _____	Cell: _____
Personal E-Mail: _____	Personal E-Mail: _____
TERM 2 YR – EXP. 11.2013	
FITZGERALD, Sandra – PL 1	
403 Shadowwood Trail	
Ovilla, TX 75154	
Hm: _____	
WK: _____	
Cell: _____	
Personal email: _____	