

CITY OF OVILLA

Ralph G. Hall, Place One
Larry Stevenson, Place Two
David Griffin, Place Three

Tom Leverentz, Mayor

Doug Hunt, Place Four
Richard Dormier, Mayor Pro-Tem/Place Five
Randy Whiteman, City Administrator

OVILLA City Council Agenda

105 S. Cockrell Hill Road, Ovilla, TX 75154

Monday, October 22, 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, October 22, 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.

I. CALL TO ORDER

- ◆ Invocation
- ◆ Pledge of Allegiance

II. COMMENTS, PRESENTATIONS, ANNOUNCEMENTS & REPORTS

- ◆ **Mayor's Comments:** Report on the NECCC Meeting

- ◆ **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**

- ◆ Finance Department City Accountant S. Jungman
 - ◆ Monthly Financials
 - ◆ Reserve Fund Balance Calculation for Quarter Ending 09-30-2012
- ◆ Committees

III. CONSENT AGENDA

- ◆ Minutes of the September 24, 2012 Regular Council Meeting
- ◆ Minutes of the October 9, 2012 Regular Council Meeting
- ◆ Quarterly Investment Report for Quarter Ending 09-30-2012
- ◆ Fiscal Year Investment Report Ending 09-30-2012

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.

IV. REGULAR AGENDA

ITEM 1. DISCUSSION/ACTION – Consider acceptance of the City Administrator's resignation.

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- ITEM 2.** **DISCUSSION/ACTION** – Consider the qualifications for the city administrator position, set goals and authorize the advertisement of the vacancy.
- ITEM 3.** **DISCUSSION/ACTION** – Consider appointing an Interim City Administrator, set compensation.
- ITEM 4.** **DISCUSSION/ACTION** – Consider Proposed Resolution 2012-013 adopting a Council Rules of Procedure, Placement and Order of Items on Agendas, drafted by City Attorney Ron MacFarlane.
- ITEM 5.** **DISCUSSION/ACTION** – Consider Adoption of Proposed Ordinance 2012-020 Approving the Official Boundaries & Extra Territorial Jurisdiction Map of the City of Ovilla.
- ITEM 6.** **DISCUSSION/ACTION** – Council will consider assignment of FY2012-13 performance goals for the City Secretary.

V. 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).

- ITEM 2.** **DISCUSSION/ACTION** – Consider the qualifications for the city administrator position, set goals and authorize the advertisement of the vacancy.

- ◆ Closed session pursuant to Texas Local Government Code section 551.074

The City Council will reconvene into Open Session.

- ◆ Consider action as a result of discussion.

VI. ADJOURNMENT

This is to certify that a copy of the Notice of the Regular City Council Meeting for October 22, 2012, was posted on the bulletin board at City Hall, 105 S. Cockrell Hill Road, Ovilla, on the 19th day of October 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.



DATE: 10-22-2012

TO: Honorable Mayor and Council Members

FROM: Sharon Jungman

**SUBJECT: Financial Statements
As of September 30, 2012**

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Income				
4000100 · Taxes				
4000105 · Ad Valorem, Current	1,231,829	1,222,000	9,829	101%
4000110 · Ad Valorem, Delinquent	15,307	13,000	2,307	118%
4000113 · Interest/Penalties - Prop Tax	9,376	10,000	(624)	94%
4000120 · Sales Tax	162,907	165,000	(2,093)	99%
4000125 · Sales Tax - Street Improvement	40,727	40,000	727	102%
4000130 · Franchise Tax	154,570	147,321	7,249	105%
Total 4000100 · Taxes	1,614,716	1,597,321	17,395	101%
4000200 · Licenses and Permits				
4000208 · Building Permits				
4000210 · Residential Building Permits	7,127	5,000	2,127	143%
4000213 · Fire Inspection Permits	1,200	750	450	160%
4000214 · Misc Building Permits	11,633	12,000	(367)	97%
Total 4000208 · Building Permits	19,960	17,750	2,210	112%
4000230 · Plan Review Fee	2,553	3,000	(447)	85%
4000260 · Alarm Permits	2,241	2,000	241	112%
4000270 · Animal Tag Fees	3,075	3,000	75	103%
4000272 · Impound Fees	1,090	1,250	(160)	87%
4000290 · Misc Licenses and Permits	1,265	1,200	65	105%
Total 4000200 · Licenses and Permits	30,184	28,200	1,984	107%
4000400 · Charges for Services				
4000325 · ESD #2	110,000	110,000	0	100%
4000330 · ESD #4	39,996	40,000	(4)	100%
4000411 · Copies and Maps	112	75	37	149%
4000415 · Police Reports	144	100	44	144%
4000420 · Park Lights	350	500	(150)	70%
4000440 · Oak Leaf Animal Control	1,330	2,000	(670)	67%
4000480 · Solid Waste (Garbage)	198,017	200,760	(2,743)	99%
4000490 · Misc Charges for Services	3,520	2,500	1,020	141%
Total 4000400 · Charges for Services	353,469	355,935	(2,466)	99%
4000500 · Fines and Forfeitures				
4000510 · Fines - Police	86,086	83,000	3,086	104%
4000520 · Fines - Animal Control	125	1,000	(875)	13%
4000525 · Fines - Code Enforcement	1,696	2,000	(304)	85%
4000590 · Misc Fines and Forfeitures	344	150	194	229%
Total 4000500 · Fines and Forfeitures	88,251	86,150	2,101	102%
4000800 · Other Revenue				
4000810 · Heritage Day	11,929	5,500	6,429	217%
4000820 · Water Tower Lease	85,429	80,716	4,713	106%
4000840 · Interest Earned	5,591	3,500	2,091	160%
4000861 · ESD #2 Cert Grant	972	971	1	100%
4000867 · HB3667 TX.Forest Service Grant	4,224	4,224	0	100%

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
4000870 · Insurance Proceeds	160	160	0	100%
4000887 · HOA Revenue	1,006	1,015	(9)	99%
4000890 · Misc Other Revenue	3,177	4,000	(823)	79%
Total 4000800 · Other Revenue	112,488	100,086	12,402	112%
4000900 · Transfers In				
4000925 · Transfer In - 4B-EDC	2,500	2,500	0	100%
4000930 · Transfer In From W&S Fund	121,972	121,972	0	100%
4000940 · Transfer in MDD Fund	500	500	0	100%
Total 4000900 · Transfers In	124,972	124,972	0	100%
Total Income	2,324,080	2,292,664	31,416	101%
Gross Profit	2,324,080	2,292,664	31,416	101%
Expense				
10 · Administration				
5101100 · Salaries & Wages				
5101110 · City Administrator	61,157	62,034	(877)	99%
5101115 · City Secretary	31,914	32,075	(161)	99%
5101117 · City Accountant	33,546	34,625	(1,079)	97%
5101120 · Part Time- Admin. Support	3,244	7,566	(4,322)	43%
Total 5101100 · Salaries & Wages	129,861	136,300	(6,439)	95%
5102100 · Employee Benefits				
5102110 · Group Insurance	16,893	19,480	(2,587)	87%
5102135 · TMRS	8,927	8,750	177	102%
5102160 · Worker's Compensation	518	550	(32)	94%
5102170 · Payroll Taxes	2,848	3,250	(402)	88%
5102180 · Unemployment Taxes	0	1,000	(1,000)	0%
5102196 · Indiv. Membership Dues	487	600	(113)	81%
Total 5102100 · Employee Benefits	29,673	33,630	(3,957)	88%
5102200 · Special Services				
5102210 · Tax Assessing & Collecting Fees	1,757	1,760	(3)	100%
5102220 · Tax Appraisal Fee	12,291	13,300	(1,009)	92%
5102230 · Legal Fees	15,467	29,675	(14,208)	52%
5102240 · Audit	6,120	6,120	0	100%
5102250 · Accounting	1,173	1,500	(327)	78%
5102260 · Engineering Fees	0	1,000	(1,000)	0%
Total 5102200 · Special Services	36,808	53,355	(16,547)	69%
5102300 · Contractual Services				
5102310 · Consultant Fees	18,735	20,000	(1,265)	94%
Total 5102300 · Contractual Services	18,735	20,000	(1,265)	94%
5102500 · Operating Services				
5102530 · Custodial Service Contract	3,180	3,200	(20)	99%

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Total 5102500 · Operating Services	3,180	3,200	(20)	99%
5102600 · Special Expenses				
5102610 · Election - Payroll	770	850	(80)	91%
5102620 · Election - Supplies	2,634	2,700	(66)	98%
5102630 · Election Meeting Expense	21	100	(79)	21%
5102650 · Codification Book Update	2,325	2,325	0	100%
Total 5102600 · Special Expenses	5,750	5,975	(225)	96%
5103100 · General Supplies				
5103110 · Office Supplies	5,536	7,000	(1,464)	79%
5103140 · Uniforms	246	300	(54)	82%
Total 5103100 · General Supplies	5,782	7,300	(1,518)	79%
5103400 · Maintenance Supplies / Parts				
5103410 · Supplies - Custodial	1,176	1,500	(324)	78%
5103440 · Maintenance Agreement Expense	391	900	(509)	43%
5103460 · Miscellaneous	111	200	(89)	56%
Total 5103400 · Maintenance Supplies / Parts	1,678	2,600	(922)	65%
5104200 · Travel Expenses				
5104210 · Travel - Local	373	500	(127)	75%
5104220 · Professional Development	5,219	5,000	219	104%
5104222 · Professional Develop - Council	1,572	1,550	22	101%
5104225 · City Council Meal Expense	469	770	(301)	61%
5104230 · Professional Develop - In-House	102	100	2	102%
Total 5104200 · Travel Expenses	7,735	7,920	(185)	98%
5105200 · Data Processing Expenses				
5105230 · Data Proc-Maintenance & Repair	2,980	4,500	(1,520)	66%
5105240 · Data Processing - Software	9,001	11,350	(2,349)	79%
Total 5105200 · Data Processing Expenses	11,981	15,850	(3,869)	76%
5105300 · Printing Expense				
5105310 · Copier Expense	2,786	4,000	(1,214)	70%
5105320 · Printing - Newsletters	3,129	4,800	(1,671)	65%
5105330 · Printing - Forms	571	1,800	(1,229)	32%
5105350 · Printing - Other	129	500	(371)	26%
Total 5105300 · Printing Expense	6,615	11,100	(4,485)	60%
5105400 · Utilities				
5105410 · Telephone	1,198	1,200	(2)	100%
5105415 · Cellular Phone	989	1,000	(11)	99%
5105417 · Internet	737	750	(13)	98%
5105450 · Electricity	56,985	57,247	(262)	100%
Total 5105400 · Utilities	59,909	60,197	(288)	100%
5105500 · Repairs & Bldg Improvements				

**City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2011 through September 2012**

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
5105520 · Repairs - Buildings	3,279	15,200	(11,921)	22%
5105540 · Repairs - Machinery & Equipment	297	1,000	(703)	30%
5105590 · Repairs - Other	0	500	(500)	0%
Total 5105500 · Repairs & Bldg Improvements	3,576	16,700	(13,124)	21%
5105600 · Insurance				
5105610 · Insurance - Property	2,192	2,500	(308)	88%
5105620 · Insurance - Liability	485	500	(15)	97%
5105630 · Insurance - Fidelity Bond	500	500	0	100%
5105635 · Public Officials Surety Bonds	900	900	0	100%
Total 5105600 · Insurance	4,077	4,400	(323)	93%
5105700 · Other Expenses				
5105705 · Postage	4,740	6,000	(1,260)	79%
5105710 · Cash - Over/Short	0	10	(10)	0%
5105725 · Records Management Expense	0	1,000	(1,000)	0%
5105730 · City - Memberships	1,445	2,100	(655)	69%
5105740 · Legal Notices/Advertisement	3,124	5,000	(1,876)	62%
5105752 · Employment Screening	62	300	(238)	21%
5105760 · Bank Service Charge	15	25	(10)	60%
5105764 · Filing Fees	140	250	(110)	56%
5105765 · Miscellaneous	420	2,000	(1,580)	21%
Total 5105700 · Other Expenses	9,946	16,685	(6,739)	60%
5106400 · Minor Capital Outlay				
5106440 · Machinery & Equipment	0	2,000	(2,000)	0%
5106465 · Furniture	255	500	(245)	51%
5106470 · Audio & Visual Equipment	7,357	7,500	(143)	98%
Total 5106400 · Minor Capital Outlay	7,612	10,000	(2,388)	76%
5107400 · Capitalized Assets				
5107440 · Machinery & Equipment	11,738	14,000	(2,262)	84%
Total 5107400 · Capitalized Assets	11,738	14,000	(2,262)	84%
5109000 · Reserves				
5109001 · Reserve for Contingency	0	66,461	(66,461)	0%
Total 5109000 · Reserves	0	66,461	(66,461)	0%
Total 10 · Administration	354,656	485,673	(131,017)	73%
20 · Police				
5201100 · Salaries & Wages				
5201120 · Police Chief	58,961	60,046	(1,085)	98%
5201143 · Command Staff	46,127	47,004	(877)	98%
5201150 · Certification Pay	2,336	2,400	(64)	97%
5201190 · Overtime	0	(2,000)	2,000	0%
Total 5201100 · Salaries & Wages	107,424	107,450	(26)	100%

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
5201400 · Support Salaries				
5201405 · Support Staff	20,673	21,337	(664)	97%
5201410 · Patrol	231,127	235,978	(4,851)	98%
5201415 · Certification Pay	2,288	5,500	(3,212)	42%
5201490 · Overtime	4,278	9,600	(5,322)	45%
Total 5201400 · Support Salaries	258,366	272,415	(14,049)	95%
5202100 · Employee Benefits				
5202110 · Group Insurance	50,329	53,000	(2,671)	95%
5202135 · TMRS	19,147	18,650	497	103%
5202160 · Worker's Compensation	8,260	8,500	(240)	97%
5202170 · Payroll Taxes	5,383	5,300	83	102%
5202196 · Membership Dues	245	315	(70)	78%
Total 5202100 · Employee Benefits	83,364	85,765	(2,401)	97%
5202300 · Contractual Services				
5202355 · Contract Labor - Individual	0	500	(500)	0%
5202356 · Gingerbread House	1,000	1,000	0	100%
5202380 · Dispatch	12,395	13,550	(1,155)	91%
Total 5202300 · Contractual Services	13,395	15,050	(1,655)	89%
5202500 · Operating Services				
5202540 · Computer Maintenance	463	500	(37)	93%
5202560 · Internet Subscriptions	295	350	(55)	84%
Total 5202500 · Operating Services	758	850	(92)	89%
5202600 · Special Expenses				
5202675 · National Night Out	279	500	(221)	56%
Total 5202600 · Special Expenses	279	500	(221)	56%
5203100 · General Supplies				
5203110 · Office Supplies	1,174	1,500	(326)	78%
5203140 · Uniforms	1,379	1,400	(21)	99%
5203170 · Evidence Gathering	290	300	(10)	97%
Total 5203100 · General Supplies	2,843	3,200	(357)	89%
5203400 · Maintenance Supplies & Parts				
5203410 · Supplies - Custodial	489	500	(11)	98%
Total 5203400 · Maintenance Supplies & Parts	489	500	(11)	98%
5204200 · Travel Expenses				
5204210 · Travel - Local	233	300	(67)	78%
5204220 · Professional Development	500	500	0	100%
5204270 · Vehicle Expenses	30,428	30,428	0	100%
Total 5204200 · Travel Expenses	31,161	31,228	(67)	100%
5205200 · Data Processing Expenses				

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
5205220 · Data Proc - Equipment Rental	0	400	(400)	0%
5205240 · Data Processing - Software	18,326	18,325	1	100%
Total 5205200 · Data Processing Expenses	18,326	18,725	(399)	98%
5205300 · Printing Expenses				
5205310 · Copier Expense	1,402	1,500	(98)	93%
5205330 · Printing - Forms	0	600	(600)	0%
5205350 · Printing - Other	166	400	(234)	42%
Total 5205300 · Printing Expenses	1,568	2,500	(932)	63%
5205400 · Utilities				
5205410 · Telephone	1,290	1,400	(110)	92%
5205415 · Cellular Phone	1,397	1,700	(303)	82%
5205417 · Internet - PD	1,032	950	82	109%
5205420 · Wireless Cards	2,283	2,350	(67)	97%
Total 5205400 · Utilities	6,002	6,400	(398)	94%
5205500 · Repairs & Building Improvements				
5205520 · Repairs - Building	188	300	(112)	63%
5205540 · Repairs- Machinery & Equipment	4,650	5,200	(550)	89%
5205550 · Repairs - Vehicles	6,263	7,500	(1,237)	84%
Total 5205500 · Repairs & Building Improvements	11,101	13,000	(1,899)	85%
5205600 · Insurance				
5205610 · Insurance - Property	1,350	1,360	(10)	99%
5205620 · Insurance - Liability	5,069	5,400	(331)	94%
5205640 · Insurance - Vehicle	2,350	2,500	(150)	94%
Total 5205600 · Insurance	8,769	9,260	(491)	95%
5205700 · Other Expenses				
5205752 · Employment Screening	265	600	(335)	44%
5205742 · Public Relations	12	100	(88)	12%
5205765 · Miscellaneous	2,252	2,252	0	100%
Total 5205700 · Other Expenses	2,529	2,952	(423)	86%
5206400 · Minor Capital Outlay				
5206440 · Machinery & Equipment	131	650	(519)	20%
5206445 · Personal Protective Equipment	0	2,000	(2,000)	0%
Total 5206400 · Minor Capital Outlay	131	2,650	(2,519)	5%
5207400 · Capitalized Assets				
5207450 · Vehicles	50,042	49,691	351	101%
5207400 · Capitalized Assets - Other	0	500	(500)	0%
Total 5207400 · Capitalized Assets	50,042	50,191	(149)	100%
Total 20 · Police	596,547	622,636	(26,089)	96%
25 · Municipal Court				

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
5251100 · Salaries & Wages				
5251140 · Municipal Judge	5,280	5,280	0	100%
Total 5251100 · Salaries & Wages	5,280	5,280	0	100%
5251400 · Support Staff				
5251405 · Support Staff	27,336	27,945	(609)	98%
5251420 · Jury Fees	108	108	0	100%
5251425 · City Prosecutor	8,751	8,751	0	100%
5251490 · Overtime	1,179	1,180	(1)	100%
Total 5251400 · Support Staff	37,374	37,984	(610)	98%
5252100 · Employee Benefits				
5252110 · Group Insurance	6,403	6,492	(89)	99%
5252135 · TMRS	1,473	1,450	23	102%
5252160 · Worker's Compensation	108	125	(17)	86%
5252170 · Payroll Taxes	404	410	(6)	99%
5252196 · Membership Dues	0	80	(80)	0%
Total 5252100 · Employee Benefits	8,388	8,557	(169)	98%
5252300 · Contractual Services				
5252375 · Traffic Fines	34,010	35,249	(1,239)	96%
Total 5252300 · Contractual Services	34,010	35,249	(1,239)	96%
5252500 · Operating Services				
5252540 · Computer Maintenance	0	150	(150)	0%
Total 5252500 · Operating Services	0	150	(150)	0%
5253100 · General Supplies				
5253110 · Office Supplies	45	75	(30)	60%
5253140 · Uniforms	15	50	(35)	30%
Total 5253100 · General Supplies	60	125	(65)	48%
5254200 · Travel Expenses				
5254210 · Travel - Local	0	25	(25)	0%
5254220 · Professional Development	0	50	(50)	0%
Total 5254200 · Travel Expenses	0	75	(75)	0%
5255200 · Data Processing Expenses				
5255240 · Data Processing - SW Maint.	1,606	1,670	(64)	96%
Total 5255200 · Data Processing Expenses	1,606	1,670	(64)	96%
5255300 · Printing Expense				
5255350 · Printing - Other	144	150	(6)	96%
Total 5255300 · Printing Expense	144	150	(6)	96%
5255600 · Insurance				
5255620 · Insurance - Liability	250	275	(25)	91%
5255630 · Insurance - Fidelity Bond	0	50	(50)	0%

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Total 5255600 · Insurance	250	325	(75)	77%
5255700 · Other Expenses				
5255752 · Employment Screening	0	100	(100)	0%
5255765 · Miscellaneous	0	75	(75)	0%
Total 5255700 · Other Expenses	0	175	(175)	0%
Total 25 · Municipal Court	87,112	89,740	(2,628)	97%
30 · Fire				
5301100 · Salaries & Wages				
5301125 · Fire Chief	40,353	56,632	(16,279)	71%
5301130 · Asst. Fire Chief	35,264	32,068	3,196	110%
Total 5301100 · Salaries & Wages	75,617	88,700	(13,083)	85%
5301400 · Support Salaries				
5301445 · Firefighter - Officer in Charge	426	426	0	100%
5301440 · Firefighters	186,938	184,700	2,238	101%
5301485 · Volunteer Incentive Program	8,915	9,874	(959)	90%
Total 5301400 · Support Salaries	196,279	195,000	1,279	101%
5302100 · Employee Benefits				
5302110 · Group Insurance	2,800	5,100	(2,300)	55%
5302135 · TMRS	3,997	4,550	(553)	88%
5302137 · Volunteer Retirement	3,276	4,500	(1,224)	73%
5302160 · Worker's Compensation	8,099	8,100	(1)	100%
5302170 · Payroll Taxes	15,453	14,400	1,053	107%
5302196 · Membership Dues	1,710	2,500	(790)	68%
Total 5302100 · Employee Benefits	35,335	39,150	(3,815)	90%
5302300 · Contractual Services				
5302310 · Consultant Fees	1,250	1,600	(350)	78%
5302380 · Dispatch	12,395	12,425	(30)	100%
5302385 · Emergency Transport Service	61,272	61,310	(38)	100%
Total 5302300 · Contractual Services	74,917	75,335	(418)	99%
5302500 · Operating Services				
5302510 · Maintenance Agreements	4,413	10,690	(6,277)	41%
5302540 · Computer Maintenance	898	2,000	(1,102)	45%
5302570 · Warning System Maintenance	780	780	0	100%
5302580 · Generator Maintenance	1,379	1,650	(271)	84%
Total 5302500 · Operating Services	7,470	15,120	(7,650)	49%
5302600 · Special Expenses				
5302675 · National Night Out	583	583	0	100%
Total 5302600 · Special Expenses	583	583	0	100%
5303100 · General Supplies				

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
5303110 · Office Supplies	1,186	2,000	(814)	59%
5303140 · Uniforms	4,645	4,646	(1)	100%
5303160 · Medical Supplies	6,814	6,815	(1)	100%
5303165 · Medical Support	119	1,000	(881)	12%
5303170 · Evidence Gathering	0	50	(50)	0%
5303175 · Education Aids	0	50	(50)	0%
Total 5303100 · General Supplies	12,764	14,561	(1,797)	88%
5303400 · Maintenance Supplies & Parts				
5303410 · Supplies - Custodial	2,500	2,900	(400)	86%
5303420 · Building Alarm Maintenance	0	420	(420)	0%
Total 5303400 · Maintenance Supplies & Parts	2,500	3,320	(820)	75%
5304200 · Travel Expenses				
5304220 · Professional Development	456	2,500	(2,044)	18%
5304240 · Medical Training	0	500	(500)	0%
5304270 · Vehicle Expenses	10,147	12,000	(1,853)	85%
Total 5304200 · Travel Expenses	10,603	15,000	(4,397)	71%
5305200 · Data Processing Expenses				
5305230 · Data Proc-Maintenance & Repair	762	604	158	126%
5305240 · Data Processing - Software	2,793	2,850	(57)	98%
Total 5305200 · Data Processing Expenses	3,555	3,454	101	103%
5305300 · Printing Expense				
5305310 · Copier Expense	2,966	3,300	(334)	90%
5305330 · Printing - Forms	0	200	(200)	0%
Total 5305300 · Printing Expense	2,966	3,500	(534)	85%
5305400 · Utilities				
5305410 · Telephone	2,288	2,100	188	109%
5305415 · Cellular Phone	3,001	4,000	(999)	75%
5305417 · Internet - Fire Dept.	2,045	2,045	0	100%
5305430 · Natural Gas	1,031	2,200	(1,169)	47%
Total 5305400 · Utilities	8,365	10,345	(1,980)	81%
5305500 · Repairs & Bldg Improvements				
5305520 · Repairs - Building	3,462	5,000	(1,538)	69%
5305540 · Repairs - Machinery & Equipment	9,755	15,585	(5,830)	63%
5305545 · Repairs - Apparatus	15,912	15,915	(3)	100%
5305550 · Repairs - Vehicles	3,210	3,500	(290)	92%
Total 5305500 · Repairs & Bldg Improvements	32,339	40,000	(7,661)	81%
5305600 · Insurance				
5305610 · Insurance - Property	53	55	(2)	96%
5305620 · Insurance - Liability	10,630	10,660	(30)	100%
5305640 · Insurance - Vehicle	10,256	11,718	(1,462)	88%
Total 5305600 · Insurance	20,939	22,433	(1,494)	93%

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
5305700 · Other Expenses				
5305705 · Postage	0	200	(200)	0%
5305752 · Employment Screening	560	700	(140)	80%
5305765 · Flags & Miscellaneous	0	250	(250)	0%
5305774 · ESD #2 Cert Grant Expense	987	971	16	102%
Total 5305700 · Other Expenses	1,547	2,121	(574)	73%
5306400 · Minor Capital Outlay				
5306440 · Machinery & Equipment	29,425	29,426	(1)	100%
5306445 · Personal Protective Equipment	17,686	20,500	(2,814)	86%
Total 5306400 · Minor Capital Outlay	47,111	49,926	(2,815)	94%
Total 30 · Fire	532,890	578,548	(45,658)	92%
40 · Community Services				
5401100 · Salaries & Wages				
5401135 · ACO/Code Enforcement Officer	34,039	34,200	(161)	100%
5401190 · Overtime	32	150	(118)	21%
Total 5401100 · Salaries & Wages	34,071	34,350	(279)	99%
5402100 · Employee Benefits				
5402110 · Group Insurance	4,200	4,492	(292)	94%
5402135 · TMRS	1,797	1,800	(3)	100%
5402160 · Worker's Compensation	309	325	(16)	95%
5402170 · Payroll Taxes	554	550	4	101%
5402190 · License	206	200	6	103%
Total 5402100 · Employee Benefits	7,066	7,367	(301)	96%
5402300 · Contractual Services				
5402315 · Contract Building Inspections	11,265	12,000	(735)	94%
5402325 · Fire Inspections	750	750	0	100%
5402370 · Impound Fees	1,430	2,000	(570)	72%
Total 5402300 · Contractual Services	13,445	14,750	(1,305)	91%
5402500 · Operating Services				
5402540 · Computer Maintenance	0	100	(100)	0%
Total 5402500 · Operating Services	0	100	(100)	0%
5402600 · Special Expenses				
5402685 · Clean up Day	34	100	(66)	34%
Total 5402600 · Special Expenses	34	100	(66)	34%
5403100 · General Supplies				
5403110 · Office Supplies	129	125	4	103%
5403120 · Animal Care	0	150	(150)	0%
5403122 · Pet Supplies	803	795	8	101%
5403140 · Uniforms	349	350	(1)	100%

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Total 5403100 · General Supplies	1,281	1,420	(139)	90%
5403400 · Maintenance Supplies & Parts				
5403460 · Miscellaneous	0	100	(100)	0%
Total 5403400 · Maintenance Supplies & Parts	0	100	(100)	0%
5404200 · Travel Expenses				
5404210 · Travel - Local	0	25	(25)	0%
5404220 · Professional Development	130	200	(70)	65%
5404270 · Vehicle Expenses	2,028	2,028	0	100%
Total 5404200 · Travel Expenses	2,158	2,253	(95)	96%
5405200 · Data Processing Expenses				
5405230 · Data Proc-Maintenance & Repairs	0	100	(100)	0%
Total 5405200 · Data Processing Expenses	0	100	(100)	0%
5405300 · Printing Expense				
5405330 · Printing - Forms	150	150	0	100%
Total 5405300 · Printing Expense	150	150	0	100%
5405400 · Utilities				
5405415 · Cellular Phone	677	700	(23)	97%
Total 5405400 · Utilities	677	700	(23)	97%
5405600 · Insurance				
5405610 · Insurance - Property	11	15	(4)	73%
5405620 · Insurance - Liability	194	194	0	100%
5405640 · Insurance - Vehicle	268	275	(7)	97%
Total 5405600 · Insurance	473	484	(11)	98%
5405700 · Other Expenses				
5405765 · Miscellaneous	77	100	(23)	77%
Total 5405700 · Other Expenses	77	100	(23)	77%
5406400 · Minor Capital Outlay				
5406440 · Machinery & Equipment	1,591	1,745	(154)	91%
Total 5406400 · Minor Capital Outlay	1,591	1,745	(154)	91%
5407400 · Capitalized Assets				
5407450 · Vehicles	5,000	5,000	0	100%
Total 5407400 · Capitalized Assets	5,000	5,000	0	100%
Total 40 · Community Services	66,023	68,719	(2,696)	96%
45 · Solid Waste				
5455400 · Utilities				
5455465 · Solidwaste Pickup (Garbage)	179,997	197,450	(17,453)	91%
Total 5455400 · Utilities	179,997	197,450	(17,453)	91%

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Total 45 · Solid Waste	179,997	197,450	(17,453)	91%
50 · Streets				
5501400 · Support Staff				
5501415 · Maintenance Crew	19,540	22,100	(2,560)	88%
5501490 · Overtime	1,095	2,000	(905)	55%
5501500 · Streets - On Call	675	850	(175)	79%
Total 5501400 · Support Staff	21,310	24,950	(3,640)	85%
5502100 · Employee Benefits				
5502110 · Group Insurance	5,410	6,500	(1,090)	83%
5502135 · TMRS	1,155	1,350	(195)	86%
5502160 · Worker's Compensation	918	1,200	(282)	77%
5502170 · Payroll Taxes	316	375	(59)	84%
5502190 · License	0	85	(85)	0%
Total 5502100 · Employee Benefits	7,799	9,510	(1,711)	82%
5502200 · Special Services				
5502260 · Engineering Fees	0	500	(500)	0%
5502280 · NCTCOG- SWMP Fees	3,453	3,600	(147)	96%
Total 5502200 · Special Services	3,453	4,100	(647)	84%
5502600 · Special Expenses				
5502620 · Emergency Clean Up	2,537	4,500	(1,963)	56%
Total 5502600 · Special Expenses	2,537	4,500	(1,963)	56%
5503100 · General Supplies				
5503110 · Office Supplies	0	100	(100)	0%
5503140 · Uniforms	400	400	0	100%
Total 5503100 · General Supplies	400	500	(100)	80%
5503400 · Maintenance Supplies & Parts				
5503405 · Drainage Maintenance	0	500	(500)	0%
5503420 · Supplies - Street Signs	2,740	2,741	(1)	100%
5503460 · Miscellaneous	318	317	1	100%
Total 5503400 · Maintenance Supplies & Parts	3,058	3,558	(500)	86%
5504200 · Travel Expenses				
5504220 · Professional Development	335	500	(165)	67%
5504270 · Vehicle Expenses	5,404	6,000	(596)	90%
Total 5504200 · Travel Expenses	5,739	6,500	(761)	88%
5505300 · Printing Expense				
5505350 · Printing - Other	114	300	(186)	38%
Total 5505300 · Printing Expense	114	300	(186)	38%
5505500 · Repairs & Bldg Improvements				

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
5505540 · Repairs - Machinery & Equipment	2,489	3,500	(1,011)	71%
5505550 · Repairs - Vehicles	1,338	2,500	(1,162)	54%
5505560 · Repairs -Street Maint.& Repairs	44,835	50,000	(5,165)	90%
5505565 · Repairs - Infrastruct Drainage	5,921	6,000	(79)	99%
5505590 · Repairs - Other	508	800	(292)	64%
Total 5505500 · Repairs & Bldg Improvements	55,091	62,800	(7,709)	88%
5505600 · Insurance				
5505610 · Insurance - Property	75	100	(25)	75%
5505620 · Insurance - Liability	982	1,000	(18)	98%
5505640 · Insurance - Vehicle	2,935	2,965	(30)	99%
Total 5505600 · Insurance	3,992	4,065	(73)	98%
5505700 · Other Expenses				
5505752 · Employment Screening	0	100	(100)	0%
Total 5505700 · Other Expenses	0	100	(100)	0%
5506400 · Minor Capital Outlay				
5506440 · Machinery & Equipment	3,762	11,043	(7,281)	34%
5506445 · Personal Protective Equipment	187	300	(113)	62%
5506490 · Other	479	500	(21)	96%
Total 5506400 · Minor Capital Outlay	4,428	11,843	(7,415)	37%
5507400 · Capitalized Assets				
5507420 · Buildings	0	3,350	(3,350)	0%
5507440 · Machinery & Equipment	79,100	78,000	1,100	101%
5507450 · Vehicles	10,600	10,600	0	100%
5507460 · Infrastructure	142,413	145,000	(2,587)	98%
Total 5507400 · Capitalized Assets	232,113	236,950	(4,837)	98%
Total 50 · Streets	340,034	369,676	(29,642)	92%
60 · Parks				
5602400 · Rentals				
5602490 · Rental - Other	2,616	2,800	(184)	93%
Total 5602400 · Rentals	2,616	2,800	(184)	93%
5602600 · Special Expenses				
5602680 · Heritage Day	8,049	8,050	(1)	100%
Total 5602600 · Special Expenses	8,049	8,050	(1)	100%
5605400 · Utilities				
5605450 · Electricity	2,426	3,000	(574)	81%
Total 5605400 · Utilities	2,426	3,000	(574)	81%
5605500 · Repairs & Bldg Improvements				
5605530 · REPAIRS-IMP OTHER THAN BLDGS	1,121	1,500	(379)	75%
5605500 · Repairs & Bldg Improvements - Other	311			

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Total 5605500 · Repairs & Bldg Improvements	1,432	1,500	(68)	95%
5605700 · Other Expenses				
5605765 · Miscellaneous	194	200	(6)	97%
Total 5605700 · Other Expenses	194	200	(6)	97%
5606400 · Minor Capital Outlay				
5606410 · Land Improvements	342	343	(1)	100%
5606440 · Machinery & Equipment	226	400	(174)	57%
Total 5606400 · Minor Capital Outlay	568	743	(175)	76%
5607400 · Capitalized Assets				
5607440 · Machinery & Equipment	6,499	7,000	(501)	93%
Total 5607400 · Capitalized Assets	6,499	7,000	(501)	93%
Total 60 · Parks	21,784	23,293	(1,509)	94%
Total Expense	2,179,043	2,435,735	(256,692)	89%
Net Income	145,037	(143,071)	288,108	(101%)

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Income				
4000400 · Charges for Services				
4000460 · Water Sales	1,060,842	1,012,040	48,802	105%
4000461 · Sewer Service	144,723	140,001	4,722	103%
4000465 · Water & Sewer Penalties	19,592	19,000	592	103%
4000471 · Reconnect Fees	4,359	5,000	-641	87%
4000472 · Meters	1,225	1,225	0	100%
4000473 · Connect Fees	2,400	1,500	900	160%
4000474 · Sewer Fees	598	1,100	-502	54%
4000478 · Infrastructure Improvement Fee	55,439	55,000	439	101%
Total 4000400 · Charges for Services	1,289,178	1,234,866	54,312	104%
4000800 · Other Revenue				
4000840 · Interest Earned	2,818	2,500	318	113%
4000890 · Misc Other Revenue	9,011	5,200	3,811	173%
Total 4000800 · Other Revenue	11,829	7,700	4,129	154%
Total Income	1,301,007	1,242,566	58,441	105%
Gross Profit	1,301,007	1,242,566	58,441	105%
Expense				
70 · Administration				
5701100 · Salaries & Wages				
5701120 · Part Time Admin. Support	1,144	2,534	-1,390	45%
5701110 · City Administrator	19,838	20,791	-953	95%
5701115 · City Secretary	10,358	10,337	21	100%
5701117 · Finance Accountant	12,225	12,690	-465	96%
5701130 · Public Works Director	45,142	46,123	-981	98%
Total 5701100 · Salaries & Wages	88,707	92,475	-3,768	96%
5702100 · Employee Benefits				
5702110 · Group Insurance	6,403	6,500	-97	99%
5702135 · TMRS	2,384	2,375	9	100%
5702160 · Worker's Compensation	1,190	1,250	-60	95%
5702170 · Payroll Taxes	655	700	-45	94%
Total 5702100 · Employee Benefits	10,632	10,825	-193	98%
5702200 · Special Services				
5702230 · Legal Fees	0	500	-500	0%
5702240 · Audit	4,760	4,760	0	100%
5702250 · Accounting	1,500	1,500	0	100%
Total 5702200 · Special Services	6,260	6,760	-500	93%
5702300 · Contractual Services /Personnel				
5702310 · Consultant Fees	0	5,000	-5,000	0%
Total 5702300 · Contractual Services /Personnel	0	5,000	-5,000	0%
5703100 · General Supplies				

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
5703110 · Office Supplies	797	800	-3	100%
Total 5703100 · General Supplies	797	800	-3	100%
5703400 · Maintenance Supplies / Parts				
5703410 · Supplies - Custodial	0	150	-150	0%
Total 5703400 · Maintenance Supplies / Parts	0	150	-150	0%
5704200 · Travel Expenses				
5704210 · Travel - Local	0	200	-200	0%
5704220 · Professional Development	0	750	-750	0%
Total 5704200 · Travel Expenses	0	950	-950	0%
5705200 · Data Processing Expenses				
5705240 · Data Processing - Software	400	1,000	-600	40%
Total 5705200 · Data Processing Expenses	400	1,000	-600	40%
5705300 · Printing Expense				
5705350 · Printing - Other	742	742	0	100%
Total 5705300 · Printing Expense	742	742	0	100%
5705400 · Utilities				
5705410 · Telephone	1,198	1,200	-2	100%
5705415 · Cellular Phone	924	1,000	-76	92%
5705417 · Internet	737	750	-13	98%
5705450 · Electricity	23,237	23,178	59	100%
Total 5705400 · Utilities	26,096	26,128	-32	100%
5705700 · Other Expenses				
5705705 · Postage	6,547	6,000	547	109%
5705740 · Advertising	0	500	-500	0%
5705760 · Bank Service Charge	100	250	-150	40%
5705765 · Miscellaneous	0	100	-100	0%
5705775 · Credit Card Transaction Fee	2,807	3,400	-593	83%
Total 5705700 · Other Expenses	9,454	10,250	-796	92%
5706400 · Minor Capital Outlay				
5706440 · Machinery & Equipment	500	500	0	100%
Total 5706400 · Minor Capital Outlay	500	500	0	100%
5709000 · Reserve				
5708215 · Transfer Out - General Fund	121,972	121,972	0	100%
5709002 · Capital Improv. Water Reserve	0	11,040	-11,040	0%
5709003 · Capital Improv. Sewer Reserve	0	2,851	-2,851	0%
Total 5709000 · Reserve	121,972	135,863	-13,891	90%
Total 70 · Administration	265,560	291,443	-25,883	91%
75 · Water				
5751100 · Salaries & Wages				

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
5751133 · Superintendent	42,970	42,650	320	101%
Total 5751100 · Salaries & Wages	42,970	42,650	320	101%
5751400 · Support Salaries				
5751405 · Support Staff	24,941	26,900	-1,959	93%
5751415 · Maintenance Crew	43,974	46,500	-2,526	95%
5751430 · Seasonal Crew	0	3,000	-3,000	0%
5751490 · Overtime	3,148	6,000	-2,852	52%
5751500 · Water - On Call	750	850	-100	88%
Total 5751400 · Support Salaries	72,813	83,250	-10,437	87%
5752100 · Employee Benefits				
5752110 · Group Insurance	15,153	15,700	-547	97%
5752135 · TMRS	5,640	5,900	-260	96%
5752160 · Worker's Compensation	1,963	2,150	-187	91%
5752170 · Payroll Taxes	3,059	4,750	-1,691	64%
5752190 · Licenses	172	285	-113	60%
Total 5752100 · Employee Benefits	25,987	28,785	-2,798	90%
5752300 · Contractual Services/Personnel				
5752350 · Contract Labor - Company	670	1,000	-330	67%
5752380 · Dispatch	8,710	8,710	0	100%
Total 5752300 · Contractual Services/Personnel	9,380	9,710	-330	97%
5752400 · Rentals				
5752420 · Rental - Machinery & Equipment	0	200	-200	0%
5752490 · Rental - Other	0	500	-500	0%
Total 5752400 · Rentals	0	700	-700	0%
5752500 · Operating Services				
5752580 · Water Testing	1,379	3,000	-1,621	46%
5752590 · TCEQ Fees	2,740	3,000	-260	91%
Total 5752500 · Operating Services	4,119	6,000	-1,881	69%
5753100 · General Supplies				
5753140 · Uniforms	1,513	1,550	-37	98%
Total 5753100 · General Supplies	1,513	1,550	-37	98%
5753400 · Maintenance Supplies & Parts				
5753460 · Miscellaneous	240	250	-10	96%
Total 5753400 · Maintenance Supplies & Parts	240	250	-10	96%
5754200 · Travel Expenses				
5754220 · Professional Development	484	1,000	-516	48%
5754270 · Vehicle Expenses	8,773	9,000	-227	97%
Total 5754200 · Travel Expenses	9,257	10,000	-743	93%
5755200 · Data Processing Expenses				
5755230 · Data Proc-Maintenance & Repairs	4,466	4,500	-34	99%

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
5755240 · Data Processing - Software	0	500	-500	0%
5755250 · Data Proc - Computer Repair	142	500	-358	28%
Total 5755200 · Data Processing Expenses	4,608	5,500	-892	84%
5755300 · Printing Expenses				
5755310 · Copier Expense	1,971	4,000	-2,029	49%
5755350 · Printing - Other	1,181	1,400	-219	84%
Total 5755300 · Printing Expenses	3,152	5,400	-2,248	58%
5755400 · Utilities				
5755415 · Cellular Phone	890	900	-10	99%
5755460 · Water, wholesale	321,915	378,550	-56,635	85%
Total 5755400 · Utilities	322,805	379,450	-56,645	85%
5755500 · Repairs & Building Improvements				
5755540 · Repairs- Machinery & Equipment	8,721	9,000	-279	97%
5755550 · Repairs - Vehicles	711	3,000	-2,289	24%
5755570 · Inventory Expense	16,396	16,000	396	102%
5755590 · Repairs - Other	7,906	7,700	206	103%
Total 5755500 · Repairs & Building Improvements	33,734	35,700	-1,966	94%
5755600 · Insurance				
5755610 · Insurance - Property	3,791	3,800	-9	100%
5755620 · Insurance - Liability	1,376	1,450	-74	95%
5755640 · Insurance - Vehicle	2,415	2,450	-35	99%
Total 5755600 · Insurance	7,582	7,700	-118	98%
5755700 · Other Expenses				
5755752 · Employment Screening	0	300	-300	0%
Total 5755700 · Other Expenses	0	300	-300	0%
5756400 · Minor Capital Outlay				
5756440 · Machinery & Equipment	8,787	8,975	-188	98%
5756490 · Other	881	881	0	100%
Total 5756400 · Minor Capital Outlay	9,668	9,856	-188	98%
5757400 · Capitalized Assets				
5757470 · Infrastructure - Water	0	750	-750	0%
Total 5757400 · Capitalized Assets	0	750	-750	0%
5757900 · Long-Term Debt				
5758225 · Transfer out to Debt Fund	166,788	166,788	0	100%
Total 5757900 · Long-Term Debt	166,788	166,788	0	100%
Total 75 · Water	714,616	794,339	-79,723	90%
80 · Sewer				
5801400 · Support Salaries				
5801405 · Support Staff	9,741	10,500	-759	93%

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
5801415 · Maintenance Crew	48,998	50,710	-1,712	97%
5801490 · Overtime	2,105	2,105	0	100%
5801500 · Sewer - On Call	1,100	1,100	0	100%
Total 5801400 · Support Salaries	61,944	64,415	-2,471	96%
5802100 · Employee Benefits				
5802110 · Group Insurance	12,807	14,625	-1,818	88%
5802135 · TMRS	2,803	2,800	3	100%
5802160 · Worker's Compensation-Sewer	1,667	1,800	-133	93%
5802170 · Payroll Taxes	769	875	-106	88%
5802190 · Licenses	111	285	-174	39%
Total 5802100 · Employee Benefits	18,157	20,385	-2,228	89%
5802300 · Contractual Services/Personnel				
5802350 · Contract Labor - Company	365	365	0	100%
Total 5802300 · Contractual Services/Personnel	365	365	0	100%
5802500 · Operating Services				
5802515 · Sardis Collection Expense	1,277	1,700	-423	75%
5802590 · TCEQ Fees - Sewer	0	50	-50	0%
Total 5802500 · Operating Services	1,277	1,750	-473	73%
5803100 · General Supplies				
5803140 · Uniforms	596	810	-214	74%
Total 5803100 · General Supplies	596	810	-214	74%
5803400 · Maintenance Supplies & Parts	0	200	-200	0%
5804200 · Travel Expenses				
5804220 · Professional Development	168	600	-432	28%
5804270 · Vehicle Expense	1,092	1,600	-508	68%
Total 5804200 · Travel Expenses	1,260	2,200	-940	57%
5805400 · Utilities				
5805450 · Electricity	1,070	2,500	-1,430	43%
5805463 · TRA Wastewater Treatment	36,449	42,230	-5,781	86%
Total 5805400 · Utilities	37,519	44,730	-7,211	84%
5805500 · Repairs & Bldg Improvements				
5805510 · Repairs - Land Improvements	0	300	-300	0%
5805540 · Repairs - Machinery & Equipment	8,588	8,588	0	100%
5805570 · Inventory Expense	860	861	-1	100%
5805590 · Repairs - Other	6,061	6,062	-1	100%
Total 5805500 · Repairs & Bldg Improvements	15,509	15,811	-302	98%
5805600 · Insurance				
5805610 · Insurance - Property	314	350	-36	90%
5805620 · Insurance - Liability	917	918	-1	100%
5805640 · Insurance - Vehicle	629	650	-21	97%
Total 5805600 · Insurance	1,860	1,918	-58	97%

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
5805700 · Other Expenses				
5805752 · Employment Screening	0	200	-200	0%
Total 5805700 · Other Expenses	0	200	-200	0%
5807400 · Capitalized Assets				
5807440 · Machinery & Equipment	0	4,000	-4,000	0%
Total 5807400 · Capitalized Assets	0	4,000	-4,000	0%
Total 80 · Sewer	138,487	156,784	-18,297	88%
Total Expense	1,118,663	1,242,566	-123,903	90%
Net Income	182,344	0	182,344	100%

Ovilla Debt Service
Profit & Loss Budget vs. Actual
October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Income				
4000100 · Taxes				
4000107 · Ad Valorem, Current I & S	425,446	423,432	2,014	100%
4000111 · Ad Valorem, Delinquent I & S	7,276	8,000	(724)	91%
4000114 · Interest/Penalties - I & S	3,710	5,000	(1,290)	74%
Total 4000100 · Taxes	436,432	436,432	0	100%
4000800 · Other Revenue				
4000840 · Interest Earned	930	900	30	103%
4000900 · Reduction of Reserve Fund Bal.	4,623	115,500	(110,877)	4%
4000930 · Transfer In - Water & Sewer	166,788	166,788	0	100%
Total 4000800 · Other Revenue	172,341	283,188	(110,847)	61%
Total Income	608,773	719,620	(110,847)	85%
Expense				
5157900 · Long-Term Debt				
5157930 · Paying Agent Fees	300	500	(200)	60%
5157935 · 2011 Bond Issue Principle	400,000	400,000	0	100%
5157940 · 2011 Bond Issue Interest	233,425	233,425	0	100%
Total 5157900 · Long-Term Debt	633,725	633,925	(200)	100%
5159000 · Reserves				
5159015 · Debt Reserves	0	85,695	(85,695)	0%
Total 5159000 · Reserves	0	85,695	(85,695)	0%
Total Expense	633,725	719,620	(85,895)	88%
Net Income	(24,952)	0	(24,952)	100%

City of Ovilla Capital Projects Fund
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Income				
4000800 · Other Revenue				
4000840 · Interest Earned - Texpool	0	1	-1	0%
4000845 · Interest Earned - Texstar	2	2	0	100%
4000850 · Interest Earned - Prosperity	302	225	77	134%
Total 4000800 · Other Revenue	304	228	76	133%
Total Income	304	228	76	133%
Expense				
5879000 · Reserves				
5879010 · Admin Reserves	0	228	-228	0%
Total 5879000 · Reserves	0	228	-228	0%
Total Expense	0	228	-228	0%
Net Income	304	0	304	100%

City of Ovilla - Park Impact Fund
Profit & Loss Budget vs. Actual
October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Income				
4000400 · Charges for Services				
4000460 · Park Impact	1,672.60	1,670.00	2.60	100.16%
Total 4000400 · Charges for Services	1,672.60	1,670.00	2.60	100.16%
4000800 · Other Revenue				
4000840 · Interest Earned	16.19	20.00	(3.81)	80.95%
4000900 · Reduction of Fund Balance	0.00	2,275.00	(2,275.00)	0.0%
Total 4000800 · Other Revenue	16.19	2,295.00	(2,278.81)	0.71%
Total Income	1,688.79	3,965.00	(2,276.21)	42.59%
Expense				
5606400 · Minor Capital Outlay				
5606410 · Land Improvements	0.00	965.00	(965.00)	0.0%
5606440 · Machinery and Equipment	3,000.00	3,000.00	0.00	100.0%
Total 5606400 · Minor Capital Outlay	3,000.00	3,965.00	(965.00)	75.66%
Total Expense	3,000.00	3,965.00	(965.00)	75.66%
Net Income	(1,311.21)	0.00	(1,311.21)	100.0%

Ovilla W&S Impact Fee Fund
Profit & Loss Budget vs. Actual
October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Income				
4000400 · Charges for Services				
4000476 · Water Impact Fee	1,105	500	605	221%
4000477 · Sewer Impact Fee	129	100	29	129%
Total 4000400 · Charges for Services	1,234	600	634	206%
4000800 · Other Revenue				
4000840 · Interest Earned	197	280	(83)	70%
Total 4000800 · Other Revenue	197	280	(83)	70%
Total Income	1,431	880	551	163%
Expense				
5102300 · Contractual Services				
5102310 · Consultant Fees	269	270	(1)	100%
Total 5102300 · Contractual Services	269	270	(1)	100%
5859000 · Reserves				
5859020 · Water Impact Fees Reserve	0	310	(310)	0%
5859030 · Sewer Impact Fees Reserve	0	300	(300)	0%
Total 5859000 · Reserves	0	610	(610)	0%
Total Expense	269	880	(611)	31%
Net Income	1,162	0	1,162	100%

Ovilla 4B Economic Development Corporation
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Income				
4000100 · Taxes				
4000120 · Sales tax	81,453	74,000	7,453	110%
Total 4000100 · Taxes	81,453	74,000	7,453	110%
4000800 · Other Revenue				
4000840 · Interest Income	637	550	87	116%
Total 4000800 · Other Revenue	637	550	87	116%
Total Income	82,090	74,550	7,540	110%
Expense				
8102200 · Special Services				
8102220 · Website Support & Maintenance	900	5,000	(4,100)	18%
8102230 · Legal Fees	0	500	(500)	0%
8102240 · Audit	1,360	1,360	0	100%
Total 8102200 · Special Services	2,260	6,860	(4,600)	33%
8102300 · Consultant Services				
8102310 · Consultant Fees	2,215	7,500	(5,285)	30%
8102350 · Contract Labor	0	5,000	(5,000)	0%
Total 8102300 · Consultant Services	2,215	12,500	(10,285)	18%
8103100 · General Supplies				
8103110 · Office Supplies	29	100	(71)	29%
Total 8103100 · General Supplies	29	100	(71)	29%
8104200 · Travel Expense				
8104210 · Travel Expense	601	1,500	(899)	40%
8104220 · Professional Development	809	1,500	(691)	54%
Total 8104200 · Travel Expense	1,410	3,000	(1,590)	47%
8105600 · Insurance				
8105620 · Insurance - Liability	280	285	(5)	98%
Total 8105600 · Insurance	280	285	(5)	98%
8105700 · Other Expenses				
8105705 · Postage	0	90	(90)	0%
8105730 · Memberships	1,200	1,100	100	109%
8105765 · Miscellaneous	0	1,000	(1,000)	0%
Total 8105700 · Other Expenses	1,200	2,190	(990)	55%
8109000 · Reserves				
8109015 · Administrative Reserves	0	47,115	(47,115)	0%
8109215 · Transfer Out - General Fund	2,500	2,500	0	100%
Total 8109000 · Reserves	2,500	49,615	(47,115)	5%
Total Expense	9,894	74,550	(64,656)	13%
Net Income	72,196	0	72,196	100%

Ovilla Municipal Development District
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Income				
4000100 · Taxes				
4000120 · Sales tax	24,164	20,000	4,164	121%
Total 4000100 · Taxes	24,164	20,000	4,164	121%
4000800 · Other Revenue				
4000840 · Interest Income	22	17	5	129%
Total 4000800 · Other Revenue	22	17	5	129%
Total Income	24,186	20,017	4,169	121%
Expense				
9102200 · Special Services				
9102230 · Legal Fees	0	250	-250	0%
9102240 · Audit	1,360	1,360	0	100%
9102250 · Accounting	0	250	-250	0%
Total 9102200 · Special Services	1,360	1,860	-500	73%
9102300 · Consultant Services				
9102310 · Consultant Fees	0	500	-500	0%
Total 9102300 · Consultant Services	0	500	-500	0%
9103100 · General Supplies				
9103110 · Office Supplies	10	20	-10	50%
Total 9103100 · General Supplies	10	20	-10	50%
9104200 · Travel Expense				
9104220 · Professional Development	0	250	-250	0%
Total 9104200 · Travel Expense	0	250	-250	0%
9105600 · Insurance				
9105620 · Insurance - Liability	280	280	0	100%
Total 9105600 · Insurance	280	280	0	100%
9105700 · Other Expenses				
9105705 · Postage	0	25	-25	0%
Total 9105700 · Other Expenses	0	25	-25	0%
9109000 · Reserves				
9109015 · Administrative Reserves	0	16,582	-16,582	0%
9109215 · Transfer Out - General Fund	500	500	0	100%
Total 9109000 · Reserves	500	17,082	-16,582	3%
Total Expense	2,150	20,017	-17,867	11%
Net Income	22,036	0	22,036	100%

**Ovilla Police Department Special Fund
Profit & Loss Budget vs. Actual
October 2011 through September 2012**

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Income				
4000800 · Other Revenue				
4000815 · Gifts	1,513	1,600	(87)	95%
4000880 · Reduction of Fund Balance	0	5,062	(5,062)	0%
Total 4000800 · Other Revenue	1,513	6,662	(5,149)	23%
Total Income	1,513	6,662	(5,149)	23%
Expense				
5232600 · Special Expenses				
5232690 · Special Expenses - Other	2,259	2,265	(6)	100%
Total 5232600 · Special Expenses	2,259	2,265	(6)	100%
5235500 · Repairs and Bldg Improvements				
5235540 · Repairs - Machinery & Equipment	100	100	0	100%
Total 5235500 · Repairs and Bldg Improvements	100	100	0	100%
5235700 · Other Expense				
5235735 · Official Functions	438	500	(62)	88%
Total 5235700 · Other Expense	438	500	(62)	88%
5236400 · Minor Capital Outlay				
5236440 · Machinery and Equipment	3,797	3,797	0	100%
Total 5236400 · Minor Capital Outlay	3,797	3,797	0	100%
Total Expense	6,594	6,662	(68)	99%
Net Income	(5,081)	0	(5,081)	100%

Ovilla Fire Department Auxiliary
Profit & Loss Budget vs. Actual
 October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget Thru Sept. 100%
Income				
4000800 · Other Revenue				
4000815 · Gifts	18,390	12,500	5,890	147%
4000830 · Vending Machines	0	100	(100)	0%
4000870 · Reimbursement	1,462	1,100	362	133%
4000880 · Reduction in Fund Balance	0	4,000	(4,000)	0%
Total 4000800 · Other Revenue	19,852	17,700	2,152	112%
Total Income	19,852	17,700	2,152	112%
Expense				
5332100 · Employee Benefits				
5332196 · Membership Dues	265	265	0	100%
Total 5332100 · Employee Benefits	265	265	0	100%
5333400 · Maintenance Supplies and Parts				
5333460 · Supplies - Miscellaneous	3,492	3,492	0	100%
Total 5333400 · Maintenance Supplies and Parts	3,492	3,492	0	100%
5334200 · Travel Expenses				
5334220 · Professional Development	0	0	0	0%
Total 5334200 · Travel Expenses	0	0	0	0%
5335700 · Other Expense				
5335735 · Official Functions	2,308	2,308	0	100%
5335765 · Miscellaneous	2,842	2,842	0	100%
Total 5335700 · Other Expense	5,150	5,150	0	100%
5336400 · Minor Capital Outlay				
5336440 · Machinery & Equipment	8,037	7,943	94	101%
Total 5336400 · Minor Capital Outlay	8,037	7,943	94	101%
5339000 · Reserve				
5339010 · Admin Reserves	0	850	(850)	0%
Total 5339000 · Reserve	0	850	(850)	0%
Total Expense	16,944	17,700	(756)	96%
Net Income	2,908	0	2,908	100%



DATE: 10-22-12

TO: Honorable Mayor and Council Members

FROM: Sharon Jungman

**SUBJECT: Reserve Fund Balance Calculation for
Quarter Ending 09-30-12**

City of Ovilla
Reserve Fund Balance Calculation
9/30/2012

Description	Account Number	2011-2012 Adjusted Budget Amount
Total General Fund 2011-2012 Adjusted Budget		\$ 2,292,664.00
Capital Outlay - Machinery and Equipment	5106440	(2,000.00)
Capital Outlay - Furniture	5106465	(500.00)
Capital Outlay- Audio Visual	5107470	(7,500.00)
Capital Outlay - Reserves for Contingency	5109001	(66,461.00)
Capital Outlay - Machinery and Equipment	5206440	(650.00)
Capital Outlay - Personal Protective Equipment	5206445	(2,000.00)
Capital Outlay - Capitalized Assets - Other	5207400	(500.00)
Capital Outlay - Vehicles	5207450	(49,691.00)
Capital Outlay - Machinery and Equipment	5306440	(19,090.00)
Capital Outlay - Personal Protective Equipment	5306445	(20,500.00)
Capital Outlay - Machinery and Equipment	5406440	(1,745.00)
Capital Outlay - Vehicles	5407450	(5,000.00)
Capital Outlay - Machinery and Equipment	5506440	(11,043.00)
Capital Outlay - Personal Protective Equipment	5506445	(300.00)
Capital Outlay - Other	5506490	(500.00)
Capital Outlay - Building	5507420	(3,350.00)
Capital Outlay - Machinery and Equipment	5507440	(78,000.00)
Capital Outlay - Vehicles	5507450	(10,600.00)
Capital Outlay - Infrastructure	5507460	(145,000.00)
Capital Outlay - Land Improvements	5606410	(300.00)
Capital Outlay - Machinery and Equipment	5606440	(400.00)
Capital Outlay - Machinery and Equipment	5607440	(7,000.00)
Total		1,860,534.00
Add Back Lease P&I Coded to Acct. 5207450		\$ 12,095.00
Total Budget Less Capital or one time Expenditures		\$ 1,872,629.00
 Total Reserve Bank Value Accounts		
Prosperity Money Market Reserve (Acct. #14039009)	1011500	\$ 29,377.64
Prosperity Bank (Acct. #670010608)	1012290	\$ 55,235.76
Prosperity Money Market Reserve (Acct. #93075883)	1012250	\$ 97,497.67
Citizen's National Bankd (Acct. #11383177)	1012255	\$ 241,195.89
Texstar Reserves (Acct.#07017-1112)	1011525	\$ 928.39
Total Reserve Cash		\$ 424,235.35
Total undesignated cash reserves		\$ 40,000.00
Total Reserve Cash & Designated Cash		\$ 464,235.35
 Number of Days in Current Reserve	 \$ 5,130.49	 90.49



Villa City Council

CONSENT REPORT

Meeting Date : October 22, 2012

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Staff

Attachments:

- ◆ Minutes of the September 24, 2012 Regular Council Meeting
- ◆ Minutes of the October 9, 2012 Regular Council Meeting
- ◆ Quarterly Investment Report for Quarter Ending 09-30-2012
- ◆ Fiscal Year Investment Report Ending 09-30-2012

Agenda Item / Topic:

Consent/Action –Minutes: September 24, 2012 & October 9, 2012 Council Meetings
 Consent/Action –Quarterly Investment Report
 Consent/Action –FY Investment Report

Discussion / Justification:

Recommendation / Staff Comments:

Staff recommends approval.

Sample Motion(s):

"I MAKE A MOTION THAT COUNCIL APPROVES THE CONSENT ITEMS AS PRESENTED."

CITY OF OVILLA MINUTES

Monday, September 24, 2012

Regular City Council Meeting

105 S. Cockrell Hill Road, Ovilla, TX 75154

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:

Ralph Hall	Council Member Place 1
Larry Stevenson	Council Member Place 2
David Griffin	Council Member Place 3
Richard Dormier	Council Member Place 5/Mayor Pro-Tem

Absent: Doug Hunt Council Member Place 4

Mayor Leverentz noted present members thus constituting a quorum. City Administrator Randy Whiteman, various department-heads and staff were also present. Mayor Leverentz advised of the passing of PL4 Hunt's father and asked that everyone remember his family in their prayers.

PL2 Stevenson gave the Invocation

Mayor ProTem Dormier led the recitation of the Pledge of Allegiance

COMMENTS, PRESENTATIONS, REPORTS AND/OR APPOINTMENTS

◆ Citizens Comments / Citizens Forum:

1. Ms Rachel Huber, Ovilla Service League, offered a "thank you" to all volunteers and specifically PL4 Hunt for his dedication to another successful Heritage Day.
2. Mr. Phil Lynch offered his "thank you" to the Ovilla Service League for their tireless role working Heritage Day, as well as PL4 Hunt and all that participated. The parade was excellent. This Heritage Day event was one of Ovilla's best
3. Mr. Phil Lynch commended the public work crews, stating they were courteous and professional workers during Heritage Day.

◆ Department Activity Reports / Discussion

- Finance Department Accountant S. Jungman
 - A brief review was given of the monthly financials.
- Public Works Department PW Director Brad Piland
 - Monthly Report – Director Piland reported updates of the Capital Improvement Projects Meeting, held just prior to the evening's Council Meeting.
- Administration City Administrator Randy Whiteman
 - CA Randy Whiteman reported that Ovilla would be hosting the upcoming NECCC meeting on October 18.
- Committees
 - It was echoed amongst Council and those present of the outstanding efforts made by PL4 Hunt in the planning and successful outcome of Heritage Day.

CONSENT ITEMS:

- Minutes of the August 13, 2012 Council Meeting

PL2 Stevenson made a motion to approve the consent item as presented.

PL3 Griffin seconded the motion.

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

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

PL1 Hall was noted absent.

VOTE: The motion carried unanimously: 4-0, 1 absent.

PUBLIC HEARING

Public Hearing and Discussion of an ordinance to adopt and approve the Proposed Budget for the Fiscal Year 2012-2013.

Mayor Leverentz opened the Public Hearing at 7:15 p.m., and asked for those speaking in support the proposed FY2012-2013 Budget to come forward:

No one spoke in support.

Mayor Leverentz asked for those speaking in opposition of the proposed FY2012-2013 Budget to come forward:

No one spoke in opposition.

Mayor Leverentz closed the Public Hearing at 7:17 p.m.

REGULAR AGENDA

ITEM 1. Discussion/Action – Consider Adoption of Ordinance 2012-015 Adopting and Approving the City of Ovilla Proposed Budget for the Fiscal Year 2012-2013.

PL1 Hall commented that the proposed budget looked good. All Council agreed.

PL3 Griffin made a motion that the Council approves and adopts Ordinance 2012-015, setting the budget and making appropriations for the support of the city government of the City of Ovilla for the Fiscal Year 2012-2013 as presented. PL2 Stevenson seconded the motion.

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

Mayor ProTem Dormier	AYE	PL3 Griffin	AYE
Place 1 Hall	AYE	PL2 Stevenson	AYE

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

PL4 Hunt was noted absent.

VOTE: The motion carried unanimously: 4-0, 1 absent.

ITEM 2. Discussion/Action – Consider Adoption of Ordinance 2012-016 Approving the Tax Rate for the Fiscal Year 2012-2013.

During the August 22, 2012 Special Council Meeting and Budget workshop, Council took a record vote for the proposed tax rate for Fiscal Year 2012-2013. Council proposed a recommended I & S Rate and an Effective M &O Rate for a combined (.6675) tax rate.

The ordinance presented adopted the tax rate for FY2012-2013:

M&O	0.4975 cents per \$100.00 of valuation
Debt Service	0.1700 cents per \$100.00 of valuation
Total	0.6675 cents per \$100.00 of valuation

PL1 Hall made a motion that Council approves the property taxes for the FY2012-2013 by the adoption of a tax rate of 0.4975 cents per \$100 of valuation for maintenance and operations, and 0.1700 cents per \$100 of valuation for debt service, for a total tax rate of 0.6675 cents per valuation by the approval and adoption of Ordinance 2012-016. PL2 Stevenson seconded the motion.

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

Mayor Pro-Tem Dormier **AYE** **Place 2 Stevenson** **AYE**
Place 1 Hall **AYE** **Place 3 Griffin** **AYE**

All present Council announced AYE. No oppositions, no abstentions.

PL4 Hunt was noted absent.

VOTE: The motion carried unanimously: 4-0, 1 absent.

ITEM 3. Discussion/Action – Consider Adoption of Ordinance 2012-017 Ratifying the Budget for the 2012-2013 Tax Year that will raise more revenue than in the previous year and setting the fee schedule.

PL3 Griffin made a motion that the Council approves and adopts Ordinance 2012-017 ratifying the budget and setting the fee schedule for the 2012-2013 tax year. PL1 Hall seconded the motion.

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

All present Council announced AYE. No oppositions, no abstentions.

PL4 Hunt was noted absent.

VOTE: The motion carried unanimously: 4-0, 1 absent.

ITEM 4. Discussion/Action – Consider and Approve the FY2012-2013 City Calendar and scheduled meetings of the Ovilla City Council.

The display of Council meetings had only one meeting scheduled for October 2012, November 2012 and December 2012. Mayor ProTem Dormier voiced concern limiting one meeting three months consecutively and recommended Council meet twice in October. Staff acknowledged the change and would make the noted correction.

Mayor ProTem Dormier made a motion that Council approves the Fiscal Year 2012-2013 City Calendar and scheduled meetings date as discussed. PL2 Stevenson seconded the motion.

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

All present Council announced AYE. No oppositions, no abstentions.

PL4 Hunt was noted absent.

VOTE: The motion carried unanimously: 4-0, 1 absent.

ITEM 5. Discussion/Action – Consider Adoption of Ordinance 2012-018 Approving the Official City Annexation Boundary Map of the City of Ovilla.

City Administrator Randy Whiteman explained the presented map did not include the ETJ (extra territorial-jurisdiction) and would come back with a map including the ETJ in Oak Leaf and Waxahachie.

Mayor ProTem Dormier made the motion that Council approves Ordinance 2012-018 adopting the City of Ovilla Official Boundary Annexation Map. PL2 Stevenson seconded the motion.

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

All present Council announced AYE. No oppositions, no abstentions.

PL4 Hunt was noted absent.

VOTE: The motion carried unanimously: 4-0, 1 absent.

ITEM 6. Discussion/Action – Consider redesign and purchase of official “Welcome to Ovilla” signs to be placed at strategic entries to Ovilla.

Mayor Leverentz suggested placing at least 10 signs in strategic areas of Ovilla. PL1 Hall recommended waiting to research for an esthetically pleasing look, waiting for a new logo and possibly price stone/monuments for placement in areas like 664/Main Street and Cockrell Hill Road. City Administrator advised that regarding Cockrell Hill, any sign/monument would be placed on private property. Council recommended that City Administrator Randy Whiteman inquire with the Economic Development Corporation and Municipal Development District Boards for financial assistance, if allowed.

Council took no action on this item.

Mayor Leverentz and Council discussed future procedures of requested items for placement on the agenda. Any recommended agenda item needed to be sent to the city secretary by October 17 for consideration to be placed on the October 22 Council Meeting agenda. PL1 Hall requested that a caption, “Requests for Future Agenda Items” be placed back on the agenda.

Additionally, the city administrator and city secretary needed to work on their goals for the new fiscal year to review with Council at a later meeting. Council, too, would present goals for Randy and Pam.

Adjournment

PL2 Stevenson made a motion to adjourn the meeting of September 24, 2012 at 7:53 p.m.

Mayor ProTem Dormier seconded the motion.

VOTE: The motion carried unanimously.

ATTEST:

Pamela Woodall, City Secretary

Thomas Leverentz, Mayor

Approved October 22, 2012

CITY OF OVILLA MINUTES

Monday, October 9, 2012

Regular City Council Meeting

105 S. Cockrell Hill Road, Ovilla, TX 75154

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:

Ralph Hall	Council Member Place 1
Larry Stevenson	Council Member Place 2
David Griffin	Council Member Place 3
Doug Hunt	Council Member Place 4
Richard Dormier	Council Member Place 5/Mayor Pro-Tem

Mayor Leverentz noted present members thus constituting a quorum. City Administrator Randy Whiteman, various department-heads and staff were also present.

Mayor ProTem Dormier gave the Invocation
PL3 Griffin led the recitation of the Pledge of Allegiance

COMMENTS, PRESENTATIONS, REPORTS AND/OR APPOINTMENTS

◆ Citizens Comments / Citizens Forum:

1. No one spoke during the citizens' forum.

◆ Department Activity Reports / Discussion

- Police Department Police Chief M. Moon
 - Briefed Council on monthly report.
 - There was one vehicle burglary during Heritage Day.
 - Chief Moon voiced his appreciation to contributors for National Night Out.
 - Chief Moon read aloud a commendation prepared by Lt. Dox regarding Officer Ortegon actions on duty involving a life-saving incident. Chief Moon commended Lt. Dox additionally for her insight.
- Fire Department Asst. Fire Chief P. Brancato
 - Briefed Council on monthly report.
 - Advised the department would be selling pink bracelets acknowledging *Breast Cancer Awareness Month* in October.
 - Commended Officer Ortegon for his actions on same life-saving incident as noted earlier by Chief Moon.
- Public Works Department PW Director Brad Piland
 - Briefed Council on monthly report.
 - Advised that road refurbishing would begin on Red Oak Creek next Thursday.
- Finance Department City Administrator Randy Whiteman
 - Briefed Council on monthly Court report: collections were up for the year.
- Administration City Administrator Randy Whiteman
 - Code Enforcement/Animal Control monthly reports were reviewed.
- Committees
 - Mayor Leverentz thanked PL4 Hunt for his relentless efforts in his planning of and hard work during Heritage Day.

CONSENT ITEMS

- Financial transactions
- Minutes of the August 22, 2012 Special Budget Workshop Meeting
- Minutes of the August 27, 2012 Regular Council Meeting
- Minutes of the September 10, 2012 Regular Council Meeting

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

PL2 Stevenson seconded the motion.

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

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

VOTE: The motion carried unanimously: 5-0.

REGULAR AGENDA

- ITEM 1. *DISCUSSION/ACTION*** – Consider authorizing the Mayor to sign a contract to sell a 1991 Ford Rescue Truck surplus on the America's Source for Used Fire Apparatus (FIRETEC) sales.

City Administrator Randy Whiteman, echoed by Mayor Leverentz and Assistant Fire Chief Brancato, stated that FIRETEC was a reliable source and the company worked with few restraints. The Ford Rescue truck had already been declared surplus and did not carry much value.

PL3 Griffin made a motion that the Council approves the mayor to sign a contract to sell the 1991 Ford Rescue Truck (surplus) on the America's Source of Used Fire Apparatus Sales (FIRETEC).

PL4 Hunt seconded the motion.

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

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

VOTE: The motion carried unanimously: 5-0.

- ITEM 2. *DISCUSSION/ACTION*** – Consider approval of proposed Ordinance 2012-019 declaring a new design as the City of Ovilla's official logo.

City employee Tammy McCoy worked with staff in creating a newly proposed logo for Council's review. A proposed ordinance was prepared for the adoption, if approved. PL4 Hunt suggested staff solicit additional ideas from local schools and residents. Council agreed.

There was no action on this item.

- ITEM 3. *DISCUSSION ONLY*** – Review bids and consider a budget amendment to authorize the remodel of the city hall front lobby offices.

Council approved a budget amendment with the FY2011-2012 funds to remodel the front lobby offices. Staff received two bids that exceeded the anticipated cost that included the budget amendment. Therefore, the project never initiated. Based on the need for additional funds, staff inquired with Council whether to pursue. Council instructed staff to continue accepting bids (at least 1-2 more) and return with the documents before deciding. Mayor ProTem suggested having a clear set of bid specifications. PL3 Griffin advised trying to lower the cost of the project.

There was no action on this item.

*Tom Leverentz, Mayor
Ralph Hall, Place One
Larry Stevenson, Place Two*

2

*Doug Hunt, Place Four
David Griffin, Place Three
Richard Dormier, Place Five/Mayor ProTem*

ITEM 4. DISCUSSION ONLY – Discussion related to the Texas Comptrollers Leadership Circle Awards.

Copies of the criteria and explanations of the Leadership Circle transparency program were presented. PL1 Hall encouraged staff to strive in achieving this award on the city's website. PL1 Hall speculated that the city website was already at a Bronze Level and felt confident that Ovilla could achieve the Gold Award with some work. Staff needed to set a goal to complete this.

There was no action on this item.

EXECUTIVE SESSION

ITEM 5. DISCUSSION/ACTION – Consultation with attorney on a matter in which the duty of the attorney under the Texas Disciplinary Rules of Conduct of the State Bar of Texas conflicts with the provisions of the Texas Open Meetings Act.

- Closed session pursuant to Texas Local Government Code section 551.071(2)

Mayor Leverentz announced the adjournment of Council to the Executive Session at 7:50 p.m. Mayor Leverentz and Council reconvened into Open Session at 8:40 p.m.

Mayor Leverentz stated that no action was taken during the Executive Session.

There was no action on this item.

Adjournment

PL2 Stevenson made a motion to adjourn the meeting of October 9, 2012 at 8:40 p.m.

PL3 Griffin seconded the motion.

VOTE: The motion carried unanimously.

ATTEST:

Thomas Leverentz, Mayor

Pamela Woodall, City Secretary

Approved October 22, 2012

****Executive Agenda sealed and filed separately.***



DATE: 10-22-2012

TO: Honorable Mayor and Council Members

FROM: Sharon Jungman

**SUBJECT: Quarterly Investment Report for
Quarter Ending 09-30-12**

City of Ovilla
 Fiscal Year 2011-2012
 Third Quarter Investment Report
 For Quarter Ending September 30, 2012

Fund	Bank	Investment Type	Description	Quick Books Account #	Inception Date	Maturity Date	Rate	Beginning Market Value 7/1/2012	Activity	Ending Market Value 9/30/2012	Book Value 9/30/2012	Difference
GENERAL FUND												
GF	Prosperity Bank	Operating	General	1012500	N/A	N/A	0.3200%	\$ 1,084,828.79	Interest Earned \$ 778.31 Net Deposit \$ 408,359.52 Net Withdrawals \$ 786,532.10 Ending Balance	\$ 707,434.52	\$ 606,329.82	\$ 101,104.70
GF	Texstar Investment		Pool	1012525	N/A	N/A	0.1574%	\$ 3,718.66	Interest Earned \$ 1.29 Withdrawal \$ - Ending Balance	\$ 3,719.95	\$ 3,719.95	\$ 0.00
GF	Prosperity Bank		Money Market	1012520	3/2/11	N/A	0.2000%	\$ 228,016.23	Interest Earned \$ 114.65 Withdrawal \$ - Ending Balance	\$ 228,130.88	\$ 228,130.88	\$ 0.00
GF	Prosperity Bank	Reserves	Money Market	1011500	N/A	N/A	0.1000%	\$ 29,370.25	Interest Earned \$ 7.39	\$ 29,377.64	\$ 29,377.64	\$ 0.00
GF	Texstar Investment		Pool	1011525	N/A	N/A	0.1574%	\$ 928.21	Interest Earned \$ 0.18	\$ 928.39	\$ 928.39	\$ 0.00
GF	Prosperity Bank		Money Market	1012250	N/A	N/A	0.1500%	\$ 97,460.92	Interest Earned \$ 36.75 Net Deposit \$ - Net Withdrawals \$ - Ending Balance	\$ 97,497.67	\$ 97,497.67	\$ 0.00
GF	Citizens National Bank		CD	1012255	8/18/11	2/16/12	0.8500%	\$ 241,195.89	Interest Earned \$ - Net Deposit \$ - Net Withdrawals \$ - Ending Balance	\$ 241,195.89	\$ 241,195.89	\$ 0.00
GF	Community National Bank		15 month CD	1012275	7/16/10	10/16/11	1.5500%	\$ -	Interest Earned \$ - Net Withdrawals \$ - Ending Balance	\$ -	\$ -	\$ 0.00
GF	Prosperity Bank		15 month CD	1012290	10/17/11	10/17/12	0.4000%	\$ 55,180.88	Interest Earned \$ 54.88	\$ 55,235.76	\$ 55,235.76	\$ 0.00
Total General Fund									Total General Fund Balance	\$ 1,363,520.70	\$ 1,252,416.00	\$ 101,104.70
DEBT SERVICE												
Debt	Prosperity Bank	Savings Account	Sinking Fund	1010000	N/A	N/A	0.2000%	\$ 575,065.97	Interest Earned \$ 180.48 Deposits \$ 87,538.55 Deductions \$ 517,012.50 Ending Balance	\$ 145,772.50	\$ 145,778.28	\$ (5.78)

City of Ovilla
 Fiscal Year 2011-2012
 Third Quarter Investment Report
 For Quarter Ending September 30, 2012

Fund	Bank	Investment Type	Description	Quick Books Account #	Inception Date	Maturity Date	Rate	Value 7/1/2012	Activity	Value 9/30/2012	Value 9/30/2012	Difference
Water & Sewer Utility Fund												
W&S	Prosperity Bank	Operating	Utility	1021500	N/A	N/A	0.3200%	\$ 770,991.39	Interest Earned \$ 532.00 Net Deposit \$ 501,051.25 Net Withdrawals \$ 607,365.68	\$ 665,208.96	\$ 665,220.47	\$ 5,988.49
W&S	Texstar Investment	Pool		1021525	N/A	N/A	0.1574%	\$ 1,143.80	Interest Earned \$ 0.25 Net Deposit \$ - Withdrawals \$ - Ending Balance \$ 1,143.85	\$ 83,343.76	\$ 83,343.76	\$ 0.00
W&S	Prosperity Bank	Utility		1021530	N/A	N/A	0.2000%	\$ 83,301.87	Interest Earned \$ 41.89 Net Deposit \$ - Net Withdrawals \$ -	\$ 83,343.76	\$ 83,343.76	\$ 0.00
W&S	Prosperity Bank	Utility		1021800	N/A	N/A	0.3600%	\$ 137.01	Interest Earned \$ 0.12 Net Deposit \$ - Net Withdrawals \$ -	\$ 137.13	\$ 137.13	\$ 0.00
W&S	Prosperity Bank	Money Mkt.		1020500	N/A	N/A	0.2000%	\$ 103,898.73	Interest Earned \$ 52.24 Net Deposit \$ - Net Withdrawals \$ -	\$ 103,950.97	\$ 103,950.97	\$ 0.00
Total W&S Utility Fund										\$ 853,784.67	\$ 847,796.18	\$ 5,988.49
CAPITAL PROJECTS												
CP	Texpool Investment	Construction Funds	Pool	1023000	N/A	N/A	0.1501%	\$ 308.16	Interest Earned \$ - Deposits \$ - Withdrawals \$ - Ending Balance \$ 308.16	\$ 308.16	\$ 308.16	\$ 0.00
CP	Texstar Investment	Pool		1023500	N/A	N/A	0.1574%	\$ 1,393.60	Interest Earned \$ 0.59 Deposits \$ - Withdrawals \$ - Ending Balance \$ 1,394.19	\$ 1,394.19	\$ 1,394.19	\$ (0.00)
CP	Prosperity Bank	Money Market		1024000	N/A	N/A	0.2000%	\$ 129,210.96	Interest Earned \$ 64.97 Deposits \$ - Withdrawals \$ - Ending Balance \$ 129,275.93	\$ 129,275.93	\$ 129,275.93	\$ 0.00
Total Capital Projects										\$ 130,978.28	\$ 130,976.28	\$ 0.00

City of Ovilla
 Fiscal Year 2011-2012
 Third Quarter Investment Report
 For Quarter Ending September 30, 2012

Fund	Bank	Investment Type	Description	Quick Books Account #	Inception Date	Maturity Date	Rate	Value 7/1/2012	Activity	Value 9/30/2012	Difference	
W&S IMPACT FEE												
W&S Impact	Prosperity Bank	Operating	Sewer Impact	8520150	N/A	N/A	0.0500%	\$ 6,718.54	Interest Earned \$ 0.84 Deposits \$ 87.00 Withdrawals \$ - Ending Balance \$ 6,806.38	\$ 6,806.38	\$ 0.00	
W&S Impact	Prosperity Bank	Money Market	Water Impact	8510100	N/A	N/A	0.1500%	\$ 88,090.18	Interest Earned \$ 33.50 Net Deposit \$ 1,105.00 Net Withdrawals \$ - Ending Balance \$ 89,228.68	\$ 89,228.68	\$ 0.00	
W&S Impact	Texstar	Investment	Sewer Impact	8520155	N/A	N/A	0.1574%	\$ 3,147.01	Interest Earned \$ 1.03 Net Deposits \$ - Net Withdrawals \$ - Ending Balance \$ 3,148.04	\$ 3,148.04	\$ 0.00	
W&S Impact	Prosperity Bank	Money Market	Sewer Impact	8520160	N/A	N/A	0.2000%	\$ 20,554.91	Interest Earned \$ 10.34 Net Deposit \$ - Net Withdrawals \$ - Ending Balance \$ 20,565.25	\$ 20,565.25	\$ 0.00	
Total W&S Impact Fund										\$ 119,748.35	\$ 119,748.35	\$ 0.00
PARK IMPROVEMENT												
Park	Prosperity Bank		Savings Account	1010000	N/A	N/A	0.0500%	\$ 5,529.58	Interest Earned \$ 0.42 Deposits \$ 334.52 Withdrawals \$ 3,000.00 Ending Balance \$ 2,864.52	\$ 2,864.52	\$ 0.00	
Park	Prosperity Bank		Money Market	1010200	3/16/11	N/A	0.0500%	\$ 19,648.07	Interest Earned \$ 2.47 Deposits \$ - Withdrawals \$ - Ending Balance \$ 19,650.54	\$ 19,650.54	\$ 0.00	
Total Park Improvement Fund										\$ 22,515.06	\$ 22,515.06	\$ 0.00
Ovilla 4B EDC												
4B EDC	Prosperity Bank	Operating		1012500	N/A	N/A	0.3200%	\$ 218,196.95	Interest Earned \$ 181.49 Net Deposit \$ 19,731.79 Net Withdrawals \$ 2,854.80 Ending Balance \$ 235,255.43	\$ 235,255.43	\$ 0.00	
Municipal Development District												
MDD	Prosperity Bank	Operating		1012501	N/A	N/A	0.0700%	\$ 36,738.70	Interest Earned \$ 6.93 Net Deposit \$ 5,488.31 Net Withdrawals \$ 570.00 Ending Balance \$ 41,663.94	\$ 41,663.94	\$ 0.00	



DATE: 10-22-2012

TO: Honorable Mayor and Council Members

FROM: Sharon Jungman

**SUBJECT: Yearly Investment Report for
Year Ending 9-30-12**

City of Ovilla
Investment Report
For Year Ending September 30, 2012

Fund	Bank	Investment Type	Description	Quick Books Account #	Inception Date	Maturity Date	Rate	Beginning Market Value 10/1/2011	Activity	Ending Market Value 9/30/2012	Book Value 9/30/2012	Difference
GENERAL FUND												
GF	Prosperity Bank	Operating Bank	General	1012500	N/A	N/A	0.3200%	\$ 471,440.81	Interest Earned \$ 2,722.79 Net Deposit \$ 2,940,693.32 Net Withdrawals \$ 2,707,422.40 Ending Balance	\$707,434.52	\$606,329.82	\$101,104.70
GF	Texstar Investment		Pool	1012525	N/A	N/A	0.1574%	\$ 3,715.76	Interest Earned \$ 4.19 Withdrawal \$ - Ending Balance	\$ 3,719.95	\$3,719.95	\$0.00
GF	Prosperity Bank		Money Market	1012520	3/2/11	N/A	0.2000%	\$227,597.54	Interest Earned \$ 533.34 Withdrawal \$ - Ending Balance	\$228,130.88	\$228,130.88	\$0.00
GF	Prosperity Bank		Money Market	1011500	N/A	N/A	0.1000%	\$ 29,343.25	Interest Earned \$ 34.39	\$29,377.64	\$29,377.64	\$0.00
GF	Texstar Investment		Pool	1011525	N/A	N/A	0.1574%	\$ 927.50	Interest Earned \$0.89	\$928.39	\$928.39	\$0.00
GF	Prosperity Bank		Money Market	1012250	N/A	N/A	0.1500%	\$ 97,334.92	Interest Earned \$ 162.75 Net Deposit \$ - Net Withdrawals \$ - Ending Balance	\$ 97,497.67	\$97,497.67	\$0.00
GF	Citizens National Bank		CD	1012255	8/18/11	2/16/12	1.0000%	\$ 240,000.00	Interest Earned \$ 1,195.89 Net Deposit \$ - Net Withdrawals \$ 241,195.89 Ending Balance	\$ -	\$0.00	\$0.00
Transferred to new CD @ CNB on 2/16/12 for 1 year												
GF	Citizens National Bank		CD	1012255	2/16/12	2/16/13	0.8500%	\$ 241,195.89	Interest Earned \$ - Net Deposit \$ - Ending Balance	\$ 241,195.89	\$241,195.89	\$0.00
GF	Community National Bank		15 month CD	1012275	7/16/10	10/16/11	1.5500%	\$ 54,856.24	Interest Earned \$ 214.32 Net Withdrawals \$ 55,070.56 Ending Balance	\$ -	\$0.00	\$0.00
Closed 10/16/11 Moved to Prosperity Acct. #670010608												
GF	Prosperity Bank			1012290	10/17/11	10/17/12	0.4000%	\$ 55,070.56	Interest Earned \$ 165.20	\$55,235.76	\$55,235.76	(\$0.00)
Total General Fund												
Total General Fund Balance										\$1,363,520.70	\$1,262,416.00	\$101,104.70
DEBT SERVICE												
Debt	Prosperity Bank	Savings Account	Sinking Fund	1010000	N/A	N/A	0.2000%	\$ 201,359.77	Interest Earned \$ 930.24 Deposits \$ 607,837.80	\$ 930.24	\$ 607,837.80	

City of Ovilla
Investment Report
For Year Ending September 30, 2012

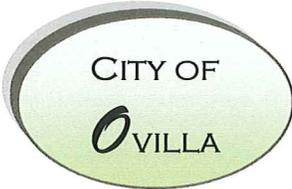
Fund	Bank	Investment Type	Description	Quick Books Account #	Inception Date	Maturity Date	Rate	Value 10/1/2011	Activity	Value 9/30/2012	Value 9/30/2012	Difference
									Deductions \$ 664,355.31	\$145,772.50	\$145,778.28	(\$5.78)
									Ending Balance			
Water & Sewer Utility Fund												
W&S	Prosperity Bank	Operating	Utility	1021500	N/A	N/A	0.3200%	\$ 569,224.75	Interest Earned \$ 2,406.54 Net Deposit \$ 1,584,642.85 Net Withdrawals \$ 1,491,065.18	\$665,208.96	\$659,220.47	\$5,988.49
W&S	Texstar Investment		Pool	1021525	N/A	N/A	0.1574%	\$ 1,142.71	Interest Earned \$ 1.14 Net Deposit \$ - Withdrawals \$ -			
W&S	Prosperity Bank		Utility	1021550	N/A	N/A	0.2000%	\$ 83,177.13	Interest Earned \$ 166.63 Net Deposit \$ - Net Withdrawals \$ -	\$83,343.76	\$83,343.76	\$0.00
W&S	Prosperity Bank		Utility	1021800	N/A	N/A	0.3600%	\$ 136.66	Interest Earned \$ 0.47 Net Deposit \$ - Net Withdrawals \$ -	\$137.13	\$137.13	\$0.00
W&S	Prosperity Bank		Money Mkt.	1020500	N/A	N/A	0.2000%	\$ 103,707.96	Interest Earned \$ 243.01 Net Deposit \$ - Net Withdrawals \$ -	\$ 103,950.97	\$103,950.97	\$0.00
Total W&S Utility Fund										\$853,784.67	\$847,796.18	\$5,988.49
CAPITAL PROJECTS												
CP	Texpool Investment	Construction Funds	Pool	1023000	N/A	N/A	0.1501%	\$ 308.16	Interest Earned \$ - Deposits \$ - Withdrawals \$ -	\$308.16	\$308.16	\$0.00
CP	Texstar Investment		Pool	1023500	N/A	N/A	0.1574%	\$ 1,392.49	Interest Earned \$ 1.70 Deposits \$ - Withdrawals \$ -			
CP	Prosperity Bank		Money Market	1024000	N/A	N/A	0.2000%	\$128,973.70	Interest Earned \$ 302.23 Deposits \$ - Withdrawals \$ -	\$1,394.19	\$1,394.19	\$0.00
Total Capital Projects										\$130,978.28	\$130,978.28	\$0.00

City of Ovilla
Investment Report
For Year Ending September 30, 2012

Fund	Bank	Investment Type	Description	Quick Books Account #	Inception Date	Maturity Date	Rate	Value 10/1/2011	Activity	Value 9/30/2012	Value 9/30/2012	Difference
W&S IMPACT FEE												
W&S Impact	Prosperity Bank	Operating	Sewer Impact	8520150	N/A	N/A	0.0500%	\$ 6,672.91	Interest Earned \$ 4.47 Deposits \$ 129.00 Withdrawals \$ - Ending Balance \$ 6,806.38	\$ 6,806.38	\$ 6,806.38	\$ 0.00
W&S Impact	Prosperity Bank	Money Market	Water Impact	8510100	N/A	N/A	0.1500%	\$ 88,245.46	Interest Earned \$ 147.61 Net Deposit \$ 1,105.00 Net Withdrawals \$ 269.39 Ending Balance \$ 89,228.68	\$ 89,228.68	\$ 89,228.68	\$ 0.00
W&S Impact	Texstar	Investment	Sewer Impact	8520155	N/A	N/A	0.1574%	\$ 3,144.54	Interest Earned \$ 3.50 Net Deposits \$ - Net Withdrawals \$ - Ending Balance \$ 3,148.04	\$ 3,148.04	\$ 3,148.04	\$ 0.00
W&S Impact	Jefferson Bank	Sewer Impact	CD - 7 Month Closed 4/2/11	8520160	9/1/2010	4/1/11	1.1500%	\$ 25,258.93	Interest Earned \$ 27.86 Net Deposits \$ 0.00 Net Withdrawals \$ 25,286.79 Ending Balance \$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
W&S Impact	Prosperity Bank	Money Market	Sewer Impact	8520160	N/A	N/A	0.2000%	\$ 20,524.13	Interest Earned \$ 41.12 Net Deposit \$ - Net Withdrawals \$ - Ending Balance \$ 20,565.25	\$ 20,565.25	\$ 20,565.25	\$ 0.00
Total W&S Impact Fund										\$ 119,748.35	\$ 119,748.35	\$ 0.00
PARK IMPROVEMENT												
Park	Prosperity Bank		Savings Account	1010000	N/A	N/A	0.0500%	\$ 4,188.90	Interest Earned \$ 3.02 Deposits \$ 1,672.60 Withdrawals \$ 3,000.00 Ending Balance \$ 2,864.52	\$ 2,864.52	\$ 2,864.52	\$ 0.00
Park	Prosperity Bank		Money Market	1010200	3/16/11	N/A	0.0500%	\$ 19,637.37	Interest Earned \$ 13.17 Deposits \$ - Withdrawals \$ - Ending Balance \$ 19,650.54	\$ 19,650.54	\$ 19,650.54	(\$ 0.00)
Total Park Improvement Fund										\$ 22,515.06	\$ 22,515.06	(\$ 0.00)
Ovilla 4B EDC												
4B EDC	Prosperity Bank	Operating		1012500	N/A	N/A	0.3200%	\$ 163,059.10	Interest Earned \$ 637.04 Net Deposit \$ 81,590.93 Net Withdrawals \$ 10,031.64	\$ 637.04	\$ 81,590.93	\$ 10,031.64

City of Ovilla
Investment Report
For Year Ending September 30, 2012

Fund	Bank	Investment Type	Description	Quick Books Account #	Inception Date	Maturity Date	Rate	Value 10/1/2011	Activity	Value 9/30/2012	Value 9/30/2012	Difference
									Ending Balance	\$ 235,255.43	\$235,255.43	\$0.00
MDD	Prosperity Bank	Operating		1012501	N/A	N/A	0.0700%	\$ 19,628.55	Interest Earned \$ 21.69 Net Deposit \$ 24,163.50 Net Withdrawals \$ 2,143.80 Ending Balance \$41,663.94	\$41,663.94	\$41,663.94	(\$0.00)
Police Special	Prosperity Bank	Operating		1001010	N/A	N/A	0.0000%	\$ 6,786.42	Interest Earned \$ - Net Deposit \$ 1,512.50 Net Withdrawals \$ 6,594.50 Ending Balance \$1,704.42	\$1,704.42	\$1,704.42	\$0.00
Fire Auxil.	Prosperity Bank	Operating		1010000	N/A	N/A	0.0000%	\$ 4,563.29	Interest Earned \$ 20,057.56 Net Deposit \$ 12,946.75 Ending Balance \$11,674.10	\$11,674.10	\$7,271.68	\$4,402.42
									Total Investments	\$2,926,617.45	\$2,815,127.62	\$111,489.83
This report is prepared in accordance with Chapter 2256 of the Public Funds Investment Act (PFIA). Section 2256.023(a) of the PFIA states that "not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity												
 Randy Whiteman City Administrator												



AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: October 22, 2012

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:	
1. Resignation	
Agenda Item / Topic:	
ITEM 1.	DISCUSSION/ACTION – Consider acceptance of the City Administrator's resignation.
Discussion / Justification:	
Recommendation / Staff Comments:	
Sample Motion(s):	
"I MAKE A MOTION THAT THE COUNCIL ACCEPTS THE RESIGNATION OF Randy Whiteman."	
MOTION:	_____
SECONDED:	_____
OPPOSITION:	_____
ABSTENTION:	_____
VOTE:	_____

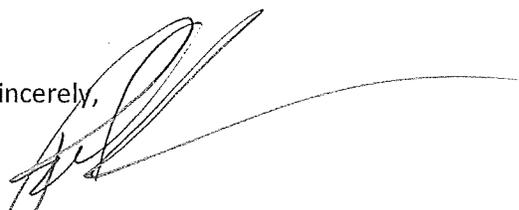
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Oct. 15, 2012

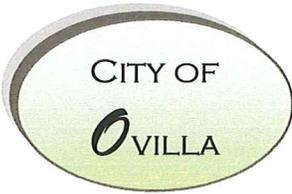
Dear Mayor and Council,

It has been an honor to serve you and the citizens of Ovilla as your City Administrator. The City has made great strides in the last four years and there is much to be proud of. I am especially proud of the city employees; every one of which goes above and beyond in an effort to serve the citizens of Ovilla. I have also been fortunate to work with some great Ovilla citizens both those who serve the City on the council and boards and some who serve from home. Ovilla is very fortunate to have strong community leaders who care deeply about their city. I have learned a lot and cherish the relationships I have built in Ovilla. However, an opportunity has come along that I wish to pursue and it forces me to resign my position as City Administrator effective November 14, 2012. Thank you again for the opportunity.

Sincerely,



Randy Whiteman



AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: October 22, 2012

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:
1. Job Description of CA 2. Goals of CA
Agenda Item / Topic:
ITEM 2. DISCUSSION/ACTION – Consider the qualifications for the city administrator position, set goals and authorize the advertisement of the vacancy.
Discussion / Justification:
Recommendation / Staff Comments:
Sample Motion(s):
"I MAKE A MOTION THAT THE COUNCIL _____."
MOTION: _____
SECONDED: _____
OPPOSITION: _____
ABSTENTION: _____
VOTE: _____

CITY OF OVILLA

JOB TITLE: CITY ADMINISTRATOR

DEPARTMENT: Administration

EFFECTIVE: 04/01/2008

FULL TIME: Full Time (Exempt)

JOB SUMMARY:

Position is appointed by the City Council. The City Administrator serves as the administrative officer of the City and shall be responsible to the Mayor and City Council for the proper administration of all affairs of the City. The City Administrator shall perform highly responsible managerial and supervisory work in planning, organizing, and directing the operations of the City.

ORGANIZATIONAL RELATIONSHIPS:

- Reports to City Council;
- Directly supervises department heads and has overall responsibility for all City staff. Makes recommendations to Council on the hiring and dismissal of director level positions;
- Works closely with the City Council, various boards and commissions, and the general public; interacts with governmental agencies and officials at all levels of government, and with the media.

DUTIES INCLUDE, BUT ARE NOT LIMITED TO THE FOLLOWING:

- Reviews and approves agendas and other materials for and assists with all meetings of the City Council and City Boards and Commissions; ensures adequate staff support for all meetings and workshops;
- Directs the preparation of the annual draft budget and submits budget recommendations to the Council for approval, administers the approved budget; ensures that all purchasing and bid requirements are followed; serves as an investment officer for the City.
- Ensures advanced planning is conducted for management of the city's future growth and development;
- Develops and implements plans for the personnel, financial, and program aspects of city operations in accordance with budgetary and other policy direction established by the Council; Supervises the city's program and administrative functions and provides general leadership and direction;
- Keeps the City Council informed on progress in all departments and on any and all other pertinent matters relating to city operations to enable them to make informed policy decisions;
- Recommends to the Council adoption of such measures, ordinances, and resolutions as may be deemed necessary for the health, safety or welfare of the community, the improvement of administrative services, or the provision of City services;

- Work with developers and builders within the City to ensure proper compliance with the zoning and subdivision regulations established within the Code of Ordinances and the policies set forth by Council;
- Represent the City before a variety of groups in making formal or informal presentations, actively participates in civic activities in the community;
- Performs such other duties that may be assigned by the City Council.

REQUIRED EDUCATION, DEGREES, CERTIFICATES, SKILLS AND/OR LICENSES:

- Bachelor's degree in public administration or business administration, or a related field. Master's degree in Public Administration preferred. At least five years of full-time experience in public administration, with at least three years in a supervisory position. Experience in municipal planning and budgeting required; experience in economic development desired.
- Possession of a valid Texas Driver's License.
- Proven and demonstrated computer skills including working in a windows environment with PCs. Software includes, but is not limited to Microsoft Word, Excel, and Outlook.

City Administrator Goals

Short term

Finish ETJ Map

Build Plat books

Work with EDC to pursue sewer on Ovilla Rd.

Long Term

Set up drainage utility

Continue working on facilitating the merger with Oak Leaf

Pursue Bathrooms in Heritage Park

Individual

Learn Spanish

Get better organized



AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: October 22, 2012

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:	
1. None	
Agenda Item / Topic:	
ITEM 3.	DISCUSSION/ACTION – Consider appointing an Interim City Administrator, set compensation.
Discussion / Justification:	
Recommendation / Staff Comments:	
Sample Motion(s):	
"I MAKE A MOTION THAT THE COUNCIL APPOINTS _____ AS INERIM CITY ADMINISTRATOR."	
MOTION:	_____
SECONDED:	_____
OPPOSITION:	_____
ABSTENTION:	_____
VOTE:	_____



AGENDA ITEM REPORT

REGULAR AGENDA

Item(s): 4 (City Secretary use only)

Meeting Date: October 22, 2012

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:	
1. Proposed Resolution 2012-013 2. Mayor ProTem suggestions	
Agenda Item / Topic:	
ITEM 4.	Discussion/Action – Consider proposed Resolution 2012-013 adopting a Council Rules of Procedure, Placement and Order of Items on Agendas, drafted by City Attorney Ron MacFarlane.
Discussion / Justification:	
Council met October 9 th and requested a draft resolution from the City Attorney.	
Recommendation / Staff Comments:	
Sample Motion(s):	
<p>“I MAKE A MOTION THAT THE COUNCIL APPROVES / DENIES RESOLUTION 2012-013, ADOPTING COUNCIL RULES OF PROCEDURE, PLACEMENT AND ORDER OF ITEMS ON AGENDAS AS PRESENTED.”</p> <p>MOTION: _____</p> <p>SECONDED: _____</p> <p>OPPOSITION: _____</p> <p>ABSTENTION: _____</p> <p>VOTE: _____</p>	

RESOLUTION 2012-013

A RESOLUTION OF THE CITY OF OVILLA, TEXAS, ADOPTING RULES AND PROCEDURES FOR THE PLACEMENT AND ORDER OF ITEMS ON THE AGENDAS OF THE CITY COUNCIL.

WHEREAS, the City Council of the City of Ovilla, Texas, finds and determines that it is in the best interest of good governance and the citizens of the City of Ovilla to adopt rules and procedures for the placement and order of items on the agendas of the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS:

SECTION 1. ADOPTION OF RULE AND PROCEDURES FOR PLACEMENT AND ORDER OF ITEMS ON CITY COUNCIL AGENAS

The City Council of the City of Ovilla, Texas, hereby adopts the following rules and procedures for the placement and order of items on the agendas of the City Council:

A. PROCEDURE FOR PLACEMENT OF ITEMS ON AGENDA:

Items may be placed on the City Council Meeting Agenda as follows:

1. The Mayor or Mayor Pro Tem may place any subject matter on the agenda.
2. Any three (3) City Council members may place any subject matter on the agenda.
3. The City Administrator may place any subject matter on the agenda.
4. All agenda items to be placed on the agenda must be submitted to the City Secretary in writing no later than 5:00 p.m. on the third day before the date of the agenda posting (e.g. agenda items due by 5:00 p.m. on Tuesday for posting of agenda on Friday).
5. All requests for agenda placements must clearly state the nature and subject matter of the item to be considered and be accompanied by any applicable supporting data.

B. FORM OF AGENDA

1. The order of the agenda will generally be as follows:
 - Call to Order
 - Invocation
 - Pledge of Allegiance
 - Citizen Comments

RESOLUTION 2012-013

Presentations & Announcements
Department Activity Reports and Discussion
Public Hearings
Consent Agenda
Regular Agenda
Adjournment

2. The City Administrator may rearrange order of the agenda to allow for any special circumstances.
3. The Mayor may deviate from the order of the agenda to allow for any special circumstances.

SECTION 2. REPEAL OF INCONSISTENT RESOLUTIONS

All other Resolutions of the City Council of the City of Ovilla, Texas, that are inconsistent with the provisions of this Resolution are hereby repealed.

PASSED, APPROVED and ADOPTED BY THE CITY COUNCIL ON THIS 22 DAY OF October 2012.

Tom Leverentz, MAYOR

ATTEST:

Pam Woodall, CITY SECRETARY



AGENDA ITEM REPORT

REGULAR AGENDA

Item(s): 5 (City Secretary use only)

Meeting Date: October 22, 2012

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:
1. Proposed Ordinance 2. Proposed Map
Agenda Item / Topic:
ITEM 5. Discussion/Action – Consider Adoption of Proposed Ordinance 2012-020 Approving the Official Boundaries & Extra Territorial Jurisdiction Map of the City of Ovilla.
Discussion / Justification:
Recommendation / Staff Comments:
Sample Motion(s):
“I MAKE A MOTION THAT THE COUNCIL APPROVES / DENIES ORDINANCE 2012-020 ADOPTING THE OFFICIAL CITY MAP OF THE CITY OF OVILLA.”
MOTION: _____
SECONDED: _____
OPPOSITION: _____
ABSTENTION: _____
VOTE: _____

ORDINANCE 2012-020

AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, PROVIDING FOR THE ADOPTION OF AN UPDATED OFFICIAL MUNICIPAL BOUNDARIES AND EXTRA TERRITORIAL JURISDICTION (ETJ) CITY MAP OF THE MUNICIPALITY PURSUANT TO SECTION 41.002 OF THE TEXAS LOCAL GOVERNMENT CODE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, Texas Local Government Code Section 41.002 provides that a municipality adopt an ordinance requiring a map of the boundaries and ETJ of the municipality immediately after incorporation; and

WHEREAS, the records of the City of Ovilla provide that Ordinance 1 was adopted on June 25, 1963 by the Ovilla governing body that included a survey plat of the corporate limits of the City of Ovilla, Texas, as certified by Parks Ragland, Licensed Surveyor as the Official City Map; and

WHEREAS, the City of Ovilla has had recorded annexations and disannexations that are required to be recorded on the City's official map; and

WHEREAS, the City of Ovilla contracted with Britain and Crawford Surveyors to prepare the updated municipal boundaries and ETJ map designated in Exhibit A.

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

SECTION 1: FINDINGS OF FACT

The City Council of the City of Ovilla hereby makes and adopts the following findings of fact:

1. A new map provided by Brittain and Crawford, Land Surveying and Topographic Mapping is hereby adopted as the Official Municipal Boundaries and ETJ Map of Ovilla, Texas; and
2. The Official Municipal Boundaries and ETJ Map shall be maintained by the office of the City Secretary.
3. A copy of the Official Municipal Boundaries and ETJ Map will be filed with the County.

SECTION 2: SAVINGS CLAUSE

In the event that any other Ordinance of the City of Ovilla heretofore enacted is found to conflict with the provisions of the Ordinance, this Ordinance shall prevail.

SECTION 3: SEVERANCE CLAUSE

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court or competent jurisdiction, such shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 4: EFFECTIVE DATE

Because of the nature of interest and safeguard sought to be protected by this Ordinance and in the interest of health, safety and welfare of the citizens of the City of Ovilla, this Ordinance shall take effect immediately after passage and approval.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Ovilla, Texas, on this the **22** day of **October, 2012**.

Tom Leverentz, Mayor

ATTEST:

Pamela Woodall, City Secretary

EXHIBIT "A"
Official Municipal Boundaries and Extra Territorial Jurisdiction Map



AGENDA ITEM REPORT

REGULAR AGENDA

Item(s): 6 (City Secretary use only)

Meeting Date: October 22, 2012

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:
1. List of goals provided by PL1
Agenda Item / Topic:
ITEM 6. Discussion/Action – Council will consider assignment of FY2012-13 performance goals for the City Secretary.
Discussion / Justification:
Council determined during the last performance review that more defined performance goals needed to be adopted during the review process for each subsequent year.
Recommendation / Staff Comments:
Sample Motion(s):
 "I MAKE A MOTION THAT THE COUNCIL APPROVES / DENIES GOALS SET FOR THE CITY SECRETARY CONCURRENT WITH HER ANNUAL EVALUATION." MOTION: _____ SECONDED: _____ OPPOSITION: _____ ABSTENTION: _____ VOTE: _____