

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

Tuesday, November 13, 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 Tuesday, November 13, 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

◆ **Citizen Comments**

The City Council welcomes comments from Citizens. Those wishing to speak must sign in before the meeting begins. Speakers may speak on any topic, whether on the agenda or not. The City Council cannot act upon, discuss issues raised, or make any decision at this time. Speakers under citizen's comments must observe a three-minute time limit. Inquiries regarding matters not listed on the Agenda may be referred to Staff for research and possible future action.

◆ **Department Activity Reports / Discussion**

- ◆ Police Department Chief M. Moon
 - ◆ Monthly Report
- ◆ Fire Department Assistant Chief P. Brancato
 - ◆ Monthly Report
- ◆ Public Works Director B. Piland
 - ◆ Monthly Report
- ◆ Finance Department City Accountant S. Jungman
 - ◆ Monthly Municipal Court Report
- ◆ Administration City Administrator R. Whiteman
 - ◆ Monthly Reports – Code Enforcement/Animal Control
- ◆ Committees

III. CONSENT AGENDA

- ◆ Financial transactions
- ◆ Minutes of the October 22, Regular Council Meeting
- ◆ Minutes of the October 29, 2012 Special Council Meeting

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.

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IV. REGULAR AGENDA

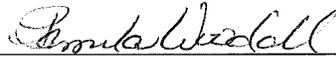
- ITEM 1. **DISCUSSION/ACTION** – Consider director reappointments and/or approve solicitation for applications for the Municipal Development District.
- ITEM 2. **DISCUSSION/ACTION** – Consider Proposed Resolution 2012-013 adopting a Council Rules of Procedure, Placement and Order of Items on Agendas.
- ITEM 3. **DISCUSSION/ACTION** – Consider appointment of Interim City Administrator and/or consultant, and approve compensation.
- ITEM 4. **DISCUSSION/ACTION** – Consider an Inter-local Agreement between the City of Ovilla and the City of Oak Leaf for the Provision of Animal Control Services.
- ITEM 5. **DISCUSSION ONLY** – Discussion related to the installation/replacement of utilities (sewer & water) lines for downtown Ovilla and continuing to City Hall.
- ITEM 6. **DISCUSSION ONLY** – Discuss any updated negotiations and progress with Ovilla Auto.
- ITEM 7. **DISCUSSION/ACTION** – Consider nomination, appointment and/or solicitation for applications to fill vacancy on the Planning and Zoning Commission.

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).

VI. ADJOURNMENT

This is to certify that a copy of the Notice of the Regular City Council Meeting for November 13, 2012, was posted on the bulletin board at City Hall, 105 S. Cockrell Hill Road, Ovilla, on the 9th day of November 2012 prior to 6:00 p.m.



Pamela Woodall, City Secretary

I, Pam Woodall, City Secretary, do hereby certify that a copy of the November 13, 2012, City Council Agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, www.cityofovilla.org, in compliance with Chapter 551, Texas Government Code.

DATE OF POSTING: _____
TIME OF POSTING: _____ am/pm
TAKEN DOWN: _____ am/pm

_____, Pamela Woodall

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

OVILLA POLICE DEPARTMENT

105 S Cockrell Hill Rd

Ovilla, TX 75154

(972) 617-7262

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

Subject: Police Department Monthly Activity Report:

Oct-12	YTD
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<u>Calls For Service</u>	<u>Total</u>	<u>Total</u>
ACCIDENT	1	22
ALARMS	2	147
ARREST	1	19
ASSAULT	0	3
ASSISTS: Agency/Unit: 24 EMS/Fire: 1 Motorist: 4	29	327
BLDG / HOUSE SECURITY CHECK	1532	15021
BURGLARY	0	3
BURGLARY OF MOTOR VEHICLE	0	7
CRIMINAL MISCHIEF	1	11
DISTURBANCE	5	56
NEIGHBORHOOD CHECK	1787	16923
OTHER CALLS FOR SERVICE	87	864
SUSPICIOUS PERSON	4	61
SUSPICIOUS VEHICLE	7	85
THEFT	6	20
TRAFFIC ASSIGNMENT	14	429
TOTAL CALLS FOR SERVICE	3476	33998
RESERVE OFFICER HOURS	68	236.5
AVERAGE RESPONSE TIME (MINUTES)	5	4.45
TRAFFIC STOP (WARNINGS)	28	485
CITATIONS	27	338
TOTAL	55	823
PERCENT OF STOPS RECEIVING CITATIONS	49.1	41.1

OVILLA PD VEHICLE MILEAGE

August-12		Beginning		Ending		Accrued		September-12		Beginning		Ending		Accrued	
Unit #								Unit #							
100	54543	55408	55408	865	100	55408	1355	100	55408	56763	56763	1355			
101	123103	124498	124498	1395	101	124498	240	101	124498	124738	124738	240			
102	60504	61587	61587	1083	102	61587	833	102	61587	62420	62420	833			
103	59495	62141	62141	2646	103	62141	2455	103	62141	64596	64596	2455			
104	33906	35954	35954	2048	104	35954	2058	104	35954	38012	38012	2058			
October-12		Beginning		Ending		Accrued		November-12		Beginning		Ending		Accrued	
Unit #								Unit #							
100	56763	58204	58204	1441	100	58204	0	100	56763	58204	58204	0			
101	124738	125061	125061	323	101	125061	0	101	124738	125061	125061	0			
102	62420	63918	63918	1498	102	63918	0	102	62420	63918	63918	0			
103	64596	66540	66540	1944	103	66540	0	103	64596	66540	66540	0			
104	38012	39869	39869	1857	104	39869	0	104	38012	39869	39869	0			
105	0	1920	1920	1920	105	1920	0	105	0	1920	1920	0			
December-12		Beginning		Ending		Accrued		January-13		Beginning		Ending		Accrued	
Unit #								Unit #							
100				0	100		0	100				0			
101				0	101		0	101				0			
102				0	102		0	102				0			
103				0	103		0	103	0		0	0			
104				0	104		0	104				0			
105	0	1920	1920	1920	105	1920	0	105				0			
February-13		Beginning		Ending		Accrued		March-13		Beginning		Ending		Accrued	
Unit #								Unit #							
100				0	100		0	100				0			
101				0	101		0	101				0			
102				0	102		0	102				0			
103				0	103		0	103				0			
104				0	104		0	104				0			
105	0	1920	1920	1920	105	1920	0	105				0			
April-13		Beginning		Ending		Accrued		May-13		Beginning		Ending		Accrued	
Unit #								Unit #							
100				0	100		0	100				0			
101				0	101		0	101				0			
102				0	102		0	102				0			
103				0	103		0	103				0			
104				0	104		0	104				0			
105	0	1920	1920	1920	105	1920	0	105				0			
100				0	100		0	100				0			
101				0	101		0	101				0			
102				0	102		0	102				0			
103				0	103		0	103				0			
104				0	104		0	104				0			
105	0	1920	1920	1920	105	1920	0	105				0			

Ovilla Fire Department

Copy of Year-to-date Incident Participation

Activity Date Between {10/01/2012} And
{10/31/2012} and Career = "2 "

Staff Id/Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Percent
741 Bailey, Randall S.	0	0	0	0	0	0	0	0	0	8	0	0	8	28.57
749 Chapman, John Daniel	0	0	0	0	0	0	0	0	0	5	0	0	5	17.85
740 Espinosa, Anthony	0	0	0	0	0	0	0	0	0	1	0	0	1	3.57
723 Graham, Justin L.	0	0	0	0	0	0	0	0	0	2	0	0	2	7.14
750 Guffey, Nicholas Ray	0	0	0	0	0	0	0	0	0	1	0	0	1	3.57
713 Holt, William Neal	0	0	0	0	0	0	0	0	0	2	0	0	2	7.14
716 Leverentz, Thomas G	0	0	0	0	0	0	0	0	0	7	0	0	7	25.00
707 Martinez, Erick I	0	0	0	0	0	0	0	0	0	1	0	0	1	3.57
724 O'Brien, Steve G	0	0	0	0	0	0	0	0	0	8	0	0	8	28.57
722 Spencer, Everett H	0	0	0	0	0	0	0	0	0	14	0	0	14	50.00
717 Witherspoon, Jacki D	0	0	0	0	0	0	0	0	0	14	0	0	14	50.00

Total Runs by Month											
Jan	0	Feb	0	Mar	0	Apr	0	May	0	Jun	0
Jul	0	Aug	0	Sep	0	Oct	28	Nov	0	Dec	0

Grand Total Runs: 28

Ovilla Fire Department

Copy of Year-to-date Incident Participation

Activity Date Between {01/01/2012} And
{10/31/2012} and Career = "2 "

Staff Id/Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Percent
741 Bailey, Randall S.	4	2	7	3	7	8	8	7	4	8	0	0	58	14.00
726 Bell, Warren J	1	0	0	0	3	0	0	0	0	0	0	0	4	0.96
738 Blanchet, Shawn M.	11	9	4	0	1	0	0	0	0	0	0	0	25	6.03
761_MB Boatwright, Matthew	0	0	0	0	0	0	1	0	0	0	0	0	1	0.24
749 Chapman, John Daniel	22	20	11	2	4	6	3	16	10	5	0	0	99	23.91
740 Espinosa, Anthony	0	0	0	0	0	3	2	5	4	1	0	0	15	3.62
723 Graham, Justin L.	3	0	0	0	0	0	0	0	3	2	0	0	8	1.93
750 Guffey, Nicholas Ray	4	2	1	2	4	1	2	6	11	1	0	0	34	8.21
706_JH Hanson, Jim L.	33	37	39	33	35	0	0	0	0	0	0	0	177	42.75
713 Holt, William Neal	2	0	0	1	3	1	1	4	1	2	0	0	15	3.62
716 Leverentz, Thomas G	39	28	29	32	27	15	26	19	20	7	0	0	242	58.45
707 Martinez, Erick I	19	15	12	17	17	7	7	4	3	1	0	0	102	24.63
710 McCumber, Sean	9	2	2	4	2	0	4	0	0	0	0	0	23	5.55
737_CM Mentzel, Clinton Ray	3	0	0	1	0	0	0	0	0	0	0	0	4	0.96
724 O'Brien, Steve G	25	17	17	15	26	10	10	11	12	8	0	0	151	36.47
732 Paluga, Patrick	11	0	0	0	3	0	0	0	0	0	0	0	14	3.38
711 Sidler, Joni L	2	0	1	3	4	3	4	0	5	0	0	0	22	5.31
722 Spencer, Everett H	40	19	32	24	18	14	28	21	23	14	0	0	233	56.28
714_CT Tennery, Colin P.	22	11	12	9	22	10	20	3	0	0	0	0	109	26.32
745 Velasquez, Adrian C.	0	0	0	2	2	0	0	0	1	0	0	0	5	1.20
760_RW Weaver, Ryan Tyler	0	0	0	0	1	0	0	0	0	0	0	0	1	0.24
717 Witherspoon, Jacki D	44	37	18	9	9	8	9	6	12	14	0	0	166	40.09

Total Runs by Month											
Jan	60	Feb	50	Mar	49	Apr	44	May	48	Jun	27
Jul	41	Aug	35	Sep	32	Oct	28	Nov	0	Dec	0

Grand Total Runs: 414

Ovilla Fire Department

Staff with No Activities

Date >= {10/01/2012} and)Career = "2 "

Staff Member	Staff ID	Status	Status Date	Rank	Station
Bell, Warren J	726	LV	08/20/2012	FFE	1
Blanchet, Shawn M.	738	AL	08/20/2012	FF	1
McCumber, Sean	710	VO	05/08/2007	FFP	1
Paluga, Patrick	732	VO	07/01/2002	FFE	1
Sidler, Joni L	711	VO	09/15/1999	FFP	1
Steele, Matthew R	714	VO	10/31/2012	PR	1
Velasquez, Adrian C.	745	VO	11/24/2009	FFI	1

Ovilla Fire Department
Avg Resp Time of the First Arriving Unit
Alarm Date Between {10/01/2012} And {10/31/2012}
and Response Code = "3 "

Incident#	Unit	Date	Alm Time	Arr Time	Response Code	Response
12-0000378	704 Engine	10/14/2012	07:47:53	07:51:39	Emergency	00:03:46
12-2000452	703 Rescue Truck	10/01/2012	01:12:29	01:20:04	Emergency	00:07:35
12-2000453	747 Manpower Squad	10/02/2012	15:55:00	16:07:07	Emergency	00:12:07
12-2000454	703 Rescue Truck	10/02/2012	20:18:00	20:25:32	Emergency	00:07:32
12-2000455	703 Rescue Truck	10/03/2012	11:37:00	11:44:00	Emergency	00:07:00
12-2000456	703 Rescue Truck	10/03/2012	12:21:38	12:28:23	Emergency	00:06:45
12-2000457	703 Rescue Truck	10/04/2012	17:07:00	17:09:53	Emergency	00:02:53
12-2000459	STA1 Standby at Station 1	10/06/2012	14:46:44	14:59:04	Emergency	00:12:20
12-2000460	704 Engine	10/06/2012	22:24:30	22:29:58	Emergency	00:05:28
12-2000461	STA1 Standby at Station 1	10/06/2012	22:59:00	23:05:21	Emergency	00:06:21
12-2000464	704 Engine	10/07/2012	19:17:00	19:27:46	Emergency	00:10:46
12-2000465	703 Rescue Truck	10/07/2012	20:40:42	20:47:07	Emergency	00:06:25
12-2000466	744 Brush Truck	10/08/2012	14:02:00	14:09:28	Emergency	00:07:28
12-2000467	703 Rescue Truck	10/08/2012	14:42:00	14:49:49	Emergency	00:07:49
12-2000469	703 Rescue Truck	10/11/2012	15:52:00	16:00:16	Emergency	00:08:16
12-2000470	755 Air/Light/Rehab	10/12/2012	16:21:18	16:57:55	Emergency	00:36:37
12-2000471	704 Engine	10/14/2012	06:19:11	06:26:24	Emergency	00:07:13
12-2000472	704 Engine	10/14/2012	08:36:08	08:45:22	Emergency	00:09:14
12-2000474	704 Engine	10/14/2012	16:02:00	16:10:00	Emergency	00:08:00
12-2000475	STA1 Standby at Station 1	10/15/2012	03:15:45	03:26:30	Emergency	00:10:45
12-2000477	703 Rescue Truck	10/15/2012	14:37:10	14:39:40	Emergency	00:02:30
12-2000478	703 Rescue Truck	10/15/2012	23:44:00	23:55:36	Emergency	00:11:36
12-2000479	703 Rescue Truck	10/16/2012	09:42:44	09:46:11	Emergency	00:03:27
12-2000480	STA1 Standby at Station 1	10/17/2012	15:20:00	15:27:32	Emergency	00:07:32
12-2000481	STA1 Standby at Station 1	10/18/2012	04:57:00	05:06:49	Emergency	00:09:49
12-2000482	703 Rescue Truck	10/21/2012	07:02:29	07:07:43	Emergency	00:05:14
12-2000484	700 Engine/Tanker	10/21/2012	20:11:37	20:20:20	Emergency	00:08:43
12-2000485	C708 Asst. Chief's Suburban	10/22/2012	12:34:53	12:35:43	Emergency	00:00:50

Ovilla Fire Department
 Avg Resp Time of the First Arriving Unit
 Alarm Date Between {10/01/2012} And {10/31/2012}
 and District In "OVILA"

Incident#	Unit	Date	Alm Time	Arr Time	Response Code	Response
12-0000378	704 Engine	10/14/2012	07:47:53	07:51:39	Emergency	00:03:46
12-2000452	STA1 Standby at Station 1	10/01/2012	01:12:29	01:20:04	Emergency	00:07:35
12-2000457	703 Rescue Truck	10/04/2012	17:07:00	17:09:53	Emergency	00:02:53
12-2000460	704 Engine	10/06/2012	22:24:30	22:29:58	Emergency	00:05:28
12-2000461	STA1 Standby at Station 1	10/06/2012	22:59:00	23:05:21	Emergency	00:06:21
12-2000477	703 Rescue Truck	10/15/2012	14:37:10	14:39:40	Emergency	00:02:30
12-2000479	STA1 Standby at Station 1	10/16/2012	09:42:44	09:46:11	Emergency	00:03:27
12-2000480	703 Rescue Truck	10/17/2012	15:20:00	15:27:32	Emergency	00:07:32
12-2000482	STA1 Standby at Station 1	10/21/2012	07:02:29	07:07:43	Emergency	00:05:14
12-2000485	C708 Asst. Chief's Suburban	10/22/2012	12:34:53	12:35:43	Emergency	00:00:50
12-2000486	703 Rescue Truck	10/24/2012	09:37:54	09:42:05	Emergency	00:04:11
12-2000488	744 Brush Truck	10/26/2012	15:54:18	16:13:31	Emergency	00:19:13
12-2000496	703 Rescue Truck	10/29/2012	13:37:00	13:42:23	Emergency	00:05:23
Overall Average Response Time:						00:05:43

Ovilla Fire Department

Avg Resp Time of the First Arriving Unit

Alarm Date Between {10/01/2012} And {10/31/2012}
and District In "ESD2 " and Response Code = "3 "

Incident#	Unit	Date	Alm Time	Arr Time	Response Code	Response
12-2000453	747 Manpower Squad	10/02/2012	15:55:00	16:07:07	Emergency	00:12:07
12-2000454	703 Rescue Truck	10/02/2012	20:18:00	20:25:32	Emergency	00:07:32
12-2000455	703 Rescue Truck	10/03/2012	11:37:00	11:44:00	Emergency	00:07:00
12-2000456	703 Rescue Truck	10/03/2012	12:21:38	12:28:23	Emergency	00:06:45
12-2000459	STA1 Standby at Station 1	10/06/2012	14:46:44	14:59:04	Emergency	00:12:20
12-2000464	704 Engine	10/07/2012	19:17:00	19:27:46	Emergency	00:10:46
12-2000466	744 Brush Truck	10/08/2012	14:02:00	14:09:28	Emergency	00:07:28
12-2000469	703 Rescue Truck	10/11/2012	15:52:00	16:00:16	Emergency	00:08:16
12-2000471	704 Engine	10/14/2012	06:19:11	06:26:24	Emergency	00:07:13
12-2000472	704 Engine	10/14/2012	08:36:08	08:45:22	Emergency	00:09:14
12-2000475	STA1 Standby at Station 1	10/15/2012	03:15:45	03:26:30	Emergency	00:10:45
12-2000478	703 Rescue Truck	10/15/2012	23:44:00	23:55:36	Emergency	00:11:36
12-2000487	STA1 Standby at Station 1	10/26/2012	02:44:44	02:59:10	Emergency	00:14:26
12-2000490	703 Rescue Truck	10/27/2012	06:29:00	06:40:40	Emergency	00:11:40
12-2000495	STA1 Standby at Station 1	10/29/2012	05:02:55	05:14:02	Emergency	00:11:07
12-2000497	744 Brush Truck	10/29/2012	14:26:00	14:34:23	Emergency	00:08:23
Overall Average Response Time:						00:09:47

Ovilla Fire Department

OFD Fuel Usage Report

Date Between {10/01/2012} And {10/31/2012}

Date	Fuel Type	Gallons	Cost	Unit
FA Fuel Apparatus				
Diesel				
10/05/2012	Diesel	8.415	\$32.81	703
	721 Kennedy, Brandon Kobby			
	727 Coleman, Caleb H			
10/07/2012	Diesel	11.350	\$44.25	703
	733 Rudd, Justin E.			
10/09/2012	Diesel	18.786	\$73.25	704
	734 Lehmann, Matthew M			
10/12/2012	Diesel	14.148	\$55.16	755
	739 Sodek, Larry Ray			
10/15/2012	Diesel	7.192	\$28.04	744
	734 Lehmann, Matthew M			
10/16/2012	Diesel	15.630	\$60.94	703
	730 Lucia, Kevin B			
	748 Lindsey, Kevin Ray			
10/22/2012	Diesel	8.054	\$31.40	700
	725 Wolf, Darrell G.			
10/22/2012	Diesel	23.681	\$92.33	704
	725 Wolf, Darrell G.			
	747 Dennehy, Matt B			
10/22/2012	Diesel	8.054	\$31.40	700
	747 Dennehy, Matt B			
10/27/2012	Diesel	11.785	\$45.95	703
	715 Cates, Jason			
	734 Lehmann, Matthew M			
10/30/2012	Diesel	18.546	\$72.31	704
	712 Rogers, Brandon Steve			
	Diesel Totals:	145.641 Gal	\$567.84	
Gasoline				
10/01/2012	Gasoline	20.790	\$74.00	C708
	730 Lucia, Kevin B			
	708 Brancato, Phillip M.			
10/07/2012	Gasoline	15.000	\$54.00	747
	733 Rudd, Justin E.			
10/15/2012	Gasoline	3.273	\$11.78	744

Ovilla Fire Department

OFD Fuel Usage Report

Date Between {10/01/2012} And {10/31/2012}

Date	Fuel Type	Gallons	Cost	Unit
FA Fuel Apparatus				
734 Lehmann, Matthew M				
Gasoline Totals:		39.063 Gal	\$139.78	

Ovilla Fire Department

Inspections by Inspector

Date Completed Between {10/01/2012} And
{10/31/2012}

Date	Time	Inspection Type/Occupancy	Hours
730 Lucia, Kevin B			
10/01/2012	11:36	264 INSPECTION - City FHS_BBQ Frank's Holy Smoke BBQ 696 W Main ST	0.21
10/10/2012	09:54	264 INSPECTION - City SH_BBQ Smokin Hot BBQ 705 W Main ST	0.45
10/16/2012	15:27	200 INSPECTION - General ESD_FH_01 Reed Foster Home 111 Southridge ST	0.47
10/22/2012	16:23	200 INSPECTION - General ESD_FH_01 Reed Foster Home 111 Southridge ST	0.02
Total for Staff: 4			Total Hours: 1.15
Grand Total Activities: 4			Grand Totals: 1.15

Ovilla Fire Department

Fire and EMS Combined List by Incident Number

Alarm Date Between {10/01/2012} And {10/31/2012}
and District = "OVILA"

Incident	Type	Date	Location	Description
12-0000378-0	FIRE	10/14/2012	114 LARIAT TRL	311 Medical assist, assist
12-2000452-1	EMS	10/01/2012	902 OVILLA OAKS DR	BREATHING DIFFICULTY
12-2000452-0	FIRE	10/01/2012	902 OVILLA OAKS DR	321 EMS call, excluding
12-2000457-1	EMS	10/04/2012	205 COCKRELL HILL RD	stroke
12-2000457-0	FIRE	10/04/2012	205 COCKRELL HILL RD	321 EMS call, excluding
12-2000458-0	FIRE	10/06/2012	105 COPPERFIELD CT	611 Dispatched & cancelled
12-2000460-0	FIRE	10/06/2012	306 COCKRELL HILL RD	442 Overheated motor
12-2000461-1	EMS	10/06/2012	612 E HIGHLAND RD	Injured Person
12-2000461-0	FIRE	10/06/2012	612 E HIGHLAND RD	321 EMS call, excluding
12-2000477-1	EMS	10/15/2012	675 W MAIN ST	Breathing Difficulty
12-2000477-0	FIRE	10/15/2012	675 W MAIN ST	321 EMS call, excluding
12-2000479-1	EMS	10/16/2012	600 FOREST EDGE LN	Chest Pain
12-2000479-0	FIRE	10/16/2012	600 FOREST EDGE LN	321 EMS call, excluding
12-2000480-1	EMS	10/17/2012	281 JOHNSON LN	Seizure
12-2000480-0	FIRE	10/17/2012	281 JOHNSON LN	321 EMS call, excluding
12-2000482-1	EMS	10/21/2012	108 MEADOW GLEN LN	medical call
12-2000482-0	FIRE	10/21/2012	108 MEADOW GLEN LN	321 EMS call, excluding
12-2000485-1	EMS	10/22/2012	3325 OVILLA RD	Unresponsive Person
12-2000485-0	FIRE	10/22/2012	3325 OVILLA RD	321 EMS call, excluding
12-2000486-0	FIRE	10/24/2012	102 NOB HILL LN	554 Assist invalid
12-2000488-0	FIRE	10/26/2012	WESTMORELAND RD & Mattie LN	631 Authorized controlled
12-2000496-1	EMS	10/29/2012	102 NOB HILL LN	Leg Pain
12-2000496-0	FIRE	10/29/2012	102 NOB HILL LN	321 EMS call, excluding

EMS Incident Cnt: 9

Fire Incident Cnt: 14

Total Incident Count 23

Ovilla Fire Department

Fire and EMS Combined List by Incident Number

Alarm Date Between {10/01/2012} And {10/31/2012}
and District = "ESD2 "

Incident	Type	Date	Location	Description
12-2000453-0	FIRE	10/02/2012	5941 SLEEPY HOLLOW LN	311 Medical assist, assist
12-2000454-0	FIRE	10/02/2012	4001 QUAIL RUN LN	311 Medical assist, assist
12-2000455-0	FIRE	10/03/2012	JOE WILSON RD & JOHNSON LN	324 Motor Vehicle Accident
12-2000456-0	FIRE	10/03/2012	3790 BRYSON LN	311 Medical assist, assist
12-2000459-0	FIRE	10/06/2012	5485 ORANGE TREE LN	311 Medical assist, assist
12-2000462-0	FIRE	10/07/2012	4008 OVILLA RD	311 Medical assist, assist
12-2000463-0	FIRE	10/07/2012	2740 FALCON WAY	611 Dispatched & cancelled
12-2000464-0	FIRE	10/07/2012	5640 MONTGOMERY RD	733 Smoke detector
12-2000466-0	FIRE	10/08/2012	4640 SHILOH RD	143 Grass fire
12-2000468-0	FIRE	10/10/2012	7280 MISTY GLEN LN	611 Dispatched & cancelled
12-2000469-1	EMS	10/11/2012	4001 QUAIL RUN LN	Diabetic Emergency
12-2000469-0	FIRE	10/11/2012	4001 QUAIL RUN LN	321 EMS call, excluding
12-2000471-0	FIRE	10/14/2012	1920 ST ANDREWS DR	554 Assist invalid
12-2000472-1	EMS	10/14/2012	420 REESE DR	Sick Person
12-2000472-0	FIRE	10/14/2012	420 REESE DR	321 EMS call, excluding
12-2000475-0	FIRE	10/15/2012	1920 ST ANDREWS DR	311 Medical assist, assist
12-2000478-0	FIRE	10/15/2012	710 MALLORY DR	311 Medical assist, assist
12-2000487-0	FIRE	10/26/2012	4999 JOE WILSON RD	622 No Incident found on
12-2000490-0	FIRE	10/27/2012	1921 ST ANDREWS DR	311 Medical assist, assist
12-2000493-0	FIRE	10/27/2012	3611 OVILLA RD	631 Authorized controlled
12-2000494-0	FIRE	10/28/2012	2930 Falcon Way /MIDLOTHIAN	611 Dispatched & cancelled
12-2000495-0	FIRE	10/29/2012	8499 BOB WHITE LN	651 Smoke scare, odor of
12-2000497-0	FIRE	10/29/2012	2980 Bryson LN	142 Brush or brush-and-grass
				EMS Incident Cnt: 2
Total Incident Count		23		Fire Incident Cnt: 21

Ovilla Fire Department

Unit Responses by Incident

Alarm Date Between {10/01/2012} And {10/31/2012}
and District = "OVILA"

Unit	Response Code	Notified	Arrival	Reaction	Response	F M R O
12-0000378 10/14/201207:47:53						
311 Medical assist, assist EMS crew						
114 LARIAT TRL						
704 Engine	3 Emergency	07:47:53	07:51:39	00:00:01	00:03:46	X

Responses: 1

Reaction Times		Response Times	
Average	00:00:01	Average	00:03:46
Lowest	00:00:01	Lowest	00:03:46
Highest	00:00:01	Highest	00:03:46

12-2000452 10/01/201201:12:29						
321 EMS call, excluding vehicle accident with injury						
902 OVILLA OAKS DR						
STA1 Standby at Station 1	3 Emergency	01:12:29	01:20:04	00:00:00	00:07:35	X
703 Rescue Truck	3 Emergency	01:12:29	01:20:04	00:03:02	00:07:35	X

Responses: 2

Reaction Times		Response Times	
Average	00:01:31	Average	00:07:35
Lowest	00:00:00	Lowest	00:07:35
Highest	00:03:02	Highest	00:07:35

12-2000457 10/04/201217:07:00						
321 EMS call, excluding vehicle accident with injury						
205 COCKRELL HILL RD						
703 Rescue Truck	3 Emergency	17:07:00	17:09:53	00:02:18	00:02:53	X

Responses: 1

Reaction Times		Response Times	
Average	00:02:18	Average	00:02:53
Lowest	00:02:18	Lowest	00:02:53
Highest	00:02:18	Highest	00:02:53

12-2000460 10/06/201222:24:30						
442 Overheated motor						
306 COCKRELL HILL RD						
704 Engine	3 Emergency	22:24:30	22:29:58	00:04:10	00:05:28	X

Ovilla Fire Department

Unit Responses by Incident

Alarm Date Between {10/01/2012} And {10/31/2012}
and District = "OVILA"

Unit	Response Code	Notified	Arrival	Reaction	Response	F M R O
12-2000460	10/06/2012	22:24:30				
442 Overheated motor						
306 COCKRELL HILL RD						

Responses: 1	Reaction Times		Response Times	
	Average	00:04:10	Average	00:05:28
	Lowest	00:04:10	Lowest	00:05:28
	Highest	00:04:10	Highest	00:05:28

12-2000461	10/06/2012	22:59:00				
321 EMS call, excluding vehicle accident with injury						
612 E HIGHLAND RD						

STA1	Standby at Station 1	3	Emergency	22:59:00	23:05:21	00:00:00	00:06:21	X
703	Rescue Truck	3	Emergency	22:59:00	23:05:21	00:03:09	00:06:21	X

Responses: 2	Reaction Times		Response Times	
	Average	00:01:35	Average	00:06:21
	Lowest	00:00:00	Lowest	00:06:21
	Highest	00:03:09	Highest	00:06:21

12-2000477	10/15/2012	14:37:10				
321 EMS call, excluding vehicle accident with injury						
675 W MAIN ST						

703	Rescue Truck	3	Emergency	14:37:10	14:39:40	00:01:16	00:02:30	X
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Responses: 1	Reaction Times		Response Times	
	Average	00:01:16	Average	00:02:30
	Lowest	00:01:16	Lowest	00:02:30
	Highest	00:01:16	Highest	00:02:30

12-2000479	10/16/2012	09:42:44				
321 EMS call, excluding vehicle accident with injury						
600 FOREST EDGE LN						

STA1	Standby at Station 1	3	Emergency	09:42:44	09:46:11	00:00:00	00:03:27	X
703	Rescue Truck	3	Emergency	09:42:44	09:46:11	00:02:06	00:03:27	X

Ovilla Fire Department

Unit Responses by Incident

Alarm Date Between {10/01/2012} And {10/31/2012}
and District = "OVILA"

Unit	Response Code	Notified	Arrival	Reaction	Response	F	M	R	O
12-2000479	10/16/201209:42:44								
321 EMS call, excluding vehicle accident with injury									
600 FOREST EDGE LN									

Responses:	2	Reaction Times		Response Times	
Average		00:01:03		Average	00:03:27
Lowest		00:00:00		Lowest	00:03:27
Highest		00:02:06		Highest	00:03:27

12-2000480 10/17/201215:20:00
321 EMS call, excluding vehicle accident with injury
281 JOHNSON LN

703 Rescue Truck	3 Emergency	15:20:00	15:27:32	00:03:28	00:07:32				X
STA1 Standby at Station 1	3 Emergency	15:20:00	15:27:32	00:00:00	00:07:32				X

Responses:	2	Reaction Times		Response Times	
Average		00:01:44		Average	00:07:32
Lowest		00:00:00		Lowest	00:07:32
Highest		00:03:28		Highest	00:07:32

12-2000482 10/21/201207:02:29
321 EMS call, excluding vehicle accident with injury
108 MEADOW GLEN LN

STA1 Standby at Station 1	3 Emergency	07:02:29	07:07:43	00:02:47	00:05:14				X
703 Rescue Truck	3 Emergency	07:02:29	07:07:43	00:02:47	00:05:14				X

Responses:	2	Reaction Times		Response Times	
Average		00:02:47		Average	00:05:14
Lowest		00:02:47		Lowest	00:05:14
Highest		00:02:47		Highest	00:05:14

12-2000485 10/22/201212:34:53
321 EMS call, excluding vehicle accident with injury
3325 OVILLA RD

C708 Asst. Chief's	3 Emergency	12:34:53	12:35:43	00:00:00	00:00:50				X
Suburban									
703 Rescue Truck	3 Emergency	12:34:53	12:35:43	00:00:00	00:00:50				X

Ovilla Fire Department

Unit Responses by Incident

Alarm Date Between {10/01/2012} And {10/31/2012}
and District = "OVILLA"

Unit	Response Code	Notified	Arrival	Reaction	Response	F M R O
12-2000485	10/22/2012	12:34:53				
321 EMS call, excluding vehicle accident with injury						
3325 OVILLA RD						

Responses: 2

Reaction Times		Response Times	
Average	00:00:00	Average	00:00:50
Lowest	00:00:00	Lowest	00:00:50
Highest	00:00:00	Highest	00:00:50

12-2000486	10/24/2012	09:37:54				
554 Assist invalid						
102 NOB HILL LN						
703	Rescue Truck	3	Emergency	09:42:05	00:02:09	00:04:11 X

Responses: 1

Reaction Times		Response Times	
Average	00:02:09	Average	00:04:11
Lowest	00:02:09	Lowest	00:04:11
Highest	00:02:09	Highest	00:04:11

12-2000488	10/26/2012	15:54:18				
631 Authorized controlled burning						
WESTMORELAND RD & Mattie LN						
744	Brush Truck	3	Emergency	16:13:31	00:03:41	00:19:13 X

Responses: 1

Reaction Times		Response Times	
Average	00:03:41	Average	00:19:13
Lowest	00:03:41	Lowest	00:19:13
Highest	00:03:41	Highest	00:19:13

12-2000496	10/29/2012	13:37:00				
321 EMS call, excluding vehicle accident with injury						
102 NOB HILL LN						
703	Rescue Truck	3	Emergency	13:42:23	00:03:32	00:05:23 X

Ovilla Fire Department

Unit Responses by Incident

Alarm Date Between {10/01/2012} And {10/31/2012}
and District = "OVILA"

Unit	Response Code	Notified	Arrival	Reaction	Response	F	M	R	O
12-2000496	10/29/2012	13:37:00							
321 EMS call, excluding vehicle accident with injury									
102 NOB HILL LN									

Responses:	1	<u>Reaction Times</u>		<u>Response Times</u>					
		Average	00:03:32	Average	00:05:23				
		Lowest	00:03:32	Lowest	00:05:23				
		Highest	00:03:32	Highest	00:05:23				

Ovilla Fire Department

Aid Responses by Department (Summary)

Alarm Date Between {10/01/2012} And {10/31/2012}

Type of Aid	Count
DUNCNFD Duncanville Fire Department	
Mutual aid given	1
	<hr/>
	1
EASTTXEMS East Texas EMS	
Automatic aid given	2
	<hr/>
	2
GLENNHFD Glenn Heights Fire Department	
Mutual aid given	2
Automatic aid given	1
	<hr/>
	3
MIDLOTHIAN Midlothian Fire Department	
Automatic aid received	11
Automatic aid given	18
	<hr/>
	29
OAKLEAF City of Oak Leaf	
Automatic aid given	2
	<hr/>
	2
REDOAKFD Red Oak Fire Department	
Mutual aid given	1
	<hr/>
	1



DATE: November 5, 2012

TO: Honorable Mayor and City Council Members

FROM: Brad Piland Public Works Director

TOPIC: Public Works Monthly Report for October

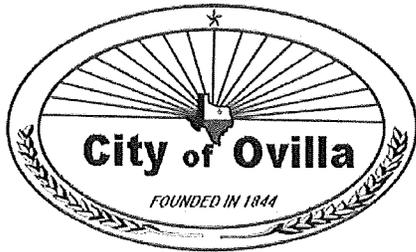
- Patched potholes - East Main, Cockrell Hill, Westmoreland, Joe Wilson
- Cleaned Storm drain inlets in Ashburn Glen
- Sewer Lift Station Repairs- pulled pump 1 at Heritage lift station removed pump 1 from Highland Meadows lift station for repair Pulled pump from Cumberland
- Pump Station - mow and weed eat
- Trimmed trees on Red Oak Creek
- Read Water meters, Service Disconnects and Reconnects
- Repaired water main at 128 Meadow Glen
- Mow vacant lots in Ovilla Park
- Update marquee as needed
- Daily water maintenance residual and pressure test
- Heritage Park, Silver Spur Park and Baseball fields and park - tree and grass maintenance
- Repaired culvert at Westmoreland and Red Oak creek
- Drainage work on Red Oak Creek

- TCEQ Inspection
- Planted two trees in toddler park
 - ❖ Jimmy Bryan -
 - Serviced PD Units 101 & 103
 - Repaired Kabota Tractor
 - Tags and inspection for new truck
 - Daily Rounds

****Flushed Hydrants**

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

****Water plants at City Hall and park**



Jessica Foresman
Court Clerk

DATE: November 13, 2012
TO: Honorable Mayor Leverentz and City Council Members
CC: City Administrator, Randy Whiteman
FROM: Jessica Foresman, Court Clerk
SUBJECT: Monthly Staff Report

29 traffic, 4 penal code and 10 city ordinance related cases were filed for the month of October. 12 warrants were issued

Court Collection for the month of October was \$7,486.00

\$4,485.01 is kept by the City FYTD \$4,485.01
\$3,000.99 is remitted to State FYTD \$3,000.99

October 2012

Code Enforcement Report

Complaint- 61

Follow up –68

Door Notice - 24

Mail Notice- 3

Posted Property – 0

Court – 0

Citizen contacts - 69

Permits reviewed – 10

Permits issued - 6

Inspections – 13

Nuisance Abated By City- Junk vehicle/High Grass/Brush – 0

Nuisance- Signs – 30 (19 Garage Sale , 11 Business)

Nuisance – Illegal Dumping – City Dumpster, Johnson Lane - Trash

Court Results - 0

Garage Sale Permits – 23 at \$5 = \$115

Board Of Adjustment - 1 request (Fence Building Line)

October 2012

Animal Control

Complaint- 49

Follow up – 61

Door Notice - 9

Mail Notice- 0

Impounded Animal – 5

Impound Animal Results - 3 Return to Owner 2 Transport

Impound Fee Collected - \$70

Court – 6 Guilty -\$628 (2 at large, 2 nuisance,2 fail to register) 1 Reset

Citizen contacts - 52

Tags Issued – 12 Total \$144.00

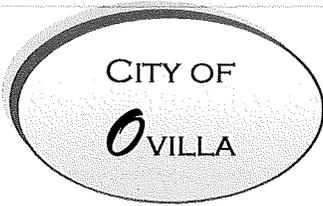
Registration Reminder Mailed- 0

Nuisance Letter Mailed-1

Animals Released -7 (4 Possum 3 Raccoon)

Deceased Removed - 21

Oak Leaf -2 Calls (1 Dog Return to Owner , 1 Raccoon – Released)



Villa City Council

CONSENT REPORT

Meeting Date : November 13, 2012

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Staff

Attachments:
<ul style="list-style-type: none">◆ Financial transactions◆ Minutes of the October 22, Regular Council Meeting◆ Minutes of the October 29, 2012 Special Council Meeting
Agenda Item / Topic:
Consent/Action –Financial Transactions Consent/Action –Minutes – October 22 & October 29
Discussion / Justification:
Recommendation / Staff Comments:
Staff recommends approval.
Sample Motion(s):
<i>"I MAKE A MOTION THAT COUNCIL APPROVES THE CONSENT ITEMS AS PRESENTED."</i>



DATE: 11-13-12

TO: Honorable Mayor and Council Members

FROM: Sharon Jungman

SUBJECT: Expenditures in Oct. 2012 over \$5,000

City of Ovilla Expenditures in October 2012 Over \$5,000

General Fund			Description	Amount
Date	Check#	Payee		
10/30/2012	40710	Blackboard Connect	Annual Fee for City Connect & Weather Alerts	\$5,349.00
10/30/2012	40711	Blue Cross/Blue Shield	Health Insurance	\$5,305.68
10/12/2012	40666	City of Midlothian	Emergency Transport Quarterly Pmt. & Dispatch & Jail Services Semi-Annual Pmt.	\$28,737.50
10/31/2012	40666	Community Waste Disposal	Garbage Pick up for September	\$16,496.42
10/18/2012	40684	Holiday Ford	Purchase 2013 Ford F-150 Pickup Truck	\$37,951.21
10/11/2012	ACH	Quick Books Payroll Service	Payroll	\$32,568.02
10/25/2012	ACH	Quick Books Payroll Service	Payroll	\$35,288.06
10/12/2012	40671	Sam Houston State Univ.	Annual Lease Payment for Crimes Software	\$15,000.00
10/16/2012	40678	State Comptroller	Quarterly 941 Payroll Report	\$8,337.93
10/12/2012	40677	T.M.R.S.	Retirement	\$8,661.56
10/4/2012	40651	Texas Municipal League	Quarterly Insurance Payment	\$11,677.00
10/12/2012	ACH	US Treasury	Payroll Taxes	\$6,527.54
10/26/2012	ACH	US Treasury	Payroll Taxes	\$6,925.49
Total General Fund Transactions Paid in October 2012 \$5,000 and Over				<u>\$218,825.41</u>

Water & Sewer Fund			Description	Amount
Date	Check#	Payee		
10/12/2012	14938	City of Dallas	Water Purchase	\$41,810.84
10/31/2012	14958	City of Ovilla General Fund	Garbage Transfer for Oct.	\$17,266.23
Total Water & Sewer Fund Transactions Paid in October 2012 \$5,000 and Over				<u>\$59,077.07</u>

CITY OF OVILLA MINUTES

Monday, October 22, 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 7:03 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.

PL2 Stevenson gave the Invocation

Mayor ProTem Dormier led the recitation of the Pledge of Allegiance

COMMENTS, PRESENTATIONS, REPORTS AND/OR APPOINTMENTS

- ◆ **Mayor's Comments:** Mayor Leverentz reported on the NECCC (North Ellis County Coalition of Cities) recent meeting held on October 18 and hosted at the Ovilla City Hall Council Chamber Room. The focus of the evening pertained to the future expansion project of 664/Main Street.

- ◆ **Citizens Comments / Citizens Forum:**

1. Mr. Phil Lynch: Shared his personal views regarding City Administrator Randy Whiteman. Lynch commended Mr. Whiteman on his positive impact to the City of Ovilla with his knowledge and integrity and that Randy would be greatly missed. Mr. Lynch's remarks about Randy initiated in a standing applause.

- ◆ **Department Activity Reports / Discussion**

- Finance Department City Account Sharon Jungman
 - Briefed Council that the monthly financials were only preliminary year-end reports. General Fund Net Income: \$145,037 and Water/Sewer Net Income: \$182,344. The annual audit would begin soon.

CONSENT ITEMS

- 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

PL1 Hall asked that the quarterly investment report be pulled for discussion prior to approval. Mayor Leverentz pulled the quarterly investment report and noted it would be labeled Item 7 on the agenda.

PL4 Hunt made a motion to approve the remaining consent items: Minutes of the September 24, 2012 Council Meeting, minutes of the October 9, 2012 Council Meeting and the Fiscal Year Investment Report Ending 09-30-2012 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 acceptance of the City Administrator’s resignation.

Mayor Leverentz and all Council Members shared sentiments about City Administrator Randy Whiteman. All Council Members echoed comments made earlier by Mr. Lynch and found it remarkable that Randy had endured the long drive (over 150 miles daily) for the past four years, but thanked Randy for his service to Ovilla. Council wished Randy luck.

PL4 Hunt made a motion that the Council accepts the resignation of Randy Whitman.

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.

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).

Mayor Leverentz announced that Council would assemble into Executive Session for Items 2 & 3, pursuant to the TX Local Government Code, Section 551.074.

Council convened to Executive Session at 7:17 p.m.

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.

Council reconvened to Regular Session at 8:07 p.m.

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

VOTE: There was no action on Items 2 or 3.

Mayor Leverentz addressed Item 3 again.

ITEM 3. DISCUSSION/ACTION – Consider appointing an Interim City Administrator, set compensation.

PL1 Hall suggestion that Council take no action on Item 3. The remaining governing body agreed.

VOTE: There was no action on Item 3.

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.

Council shared thoughts on proper procedure for placement and determined that the proposed resolution needed amendment. Mayor Pro-Tem Dormier submitted his own list of suggestions for a procedure, noting that any Council member could place an item on the agenda for discussion. At that time, Council would determine if the discussion item warranted further review for an action item. If three members made a concurrent request at any time, then that would meet the criteria to be listed as an action and/or discussion item. Additionally, dependent on how extensive the agenda might be, placement would be within the month of request. PL4 Hunt agreed with the Mayor ProTem's suggestions. PL3 admitted having a difficult time processing this, as he did not approve limiting Council's request for agenda item placement. As long as there was a guarantee for placement, he would concur. PL2 Stevenson felt the requirement for approval of three Council Members was excessive. PL2 proposed the request of two members, stating that should be sufficient. PL1 Hall shared a document he prepared with excerpts received from the TX Municipal League relating to the roles and responsibilities of officers in general law cities. In short, it stated that the decision-making is to be shared by the full council- meaning any council member should possess the right anytime to place/request an item on the agenda. Placement on the agenda would be contingent to the Council Member's submitted request and supporting documents by the designated deadline. Council debated their concerns of excessive agenda item requests.

PL1 Hall asked that the wording in the proposed resolution be amended to read that the Mayor and any Council Member may place any subject matter on the agenda for discussion and remove number 2 under Section A. The deadline hours (and date) on the resolution needed to coincide with Ovilla's working hours and Council's previous discussions of deadlines. PL1 Hall requested that staff make the discussed amendments to the proposed resolution and bring back for approval.

There was no action on this item.

ITEM 5. *DISCUSSION/ACTION* – Consider Adoption of Proposed Ordinance 2012-020 Approving the Official Boundaries & Extra Territorial Jurisdiction Map of the City of Ovilla.

City Administrator Randy Whiteman informed Council that this map was required by law and was part of the Extra Territorial Jurisdiction.

PL3 Griffin made the motion that Council approves Ordinance 2012-020 adopting the Official City Map of the City of Ovilla. 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.

ITEM 6. *DISCUSSION/ACTION* – Council will consider assignment of FY2012-13 performance goals for the City Secretary.

PL1 Hall submitted three goals; agreed by Council:

1. Have all City Council meeting minutes on-line within two weeks after Council's approval.
2. Work on the website to achieve the Gold Level Award in the TX Comptroller Leadership Circle by September 30, 2013. (Let Council know if help is needed)
3. Work with the City Council in reviewing all city resolutions and ordinances for necessary changes. (It was understood that this would include research with the City Administrator)

PL4 Hunt made the motion that Council approves the noted goals are set for the City Secretary, concurrent with her annual evaluation. 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.

ITEM 7. DISCUSSION/ACTION – Council’s consideration of one pulled item requested by PL1 Hall from the Consent Agenda: Approval of the Quarterly Investment Report for Quarter Ending 09-30-2012.

PL1 Hall asked that the City Accountant look into TX Star and/or TX Pool for comparison interest earnings on the money market accounts at Prosperity Bank. PL1 Hall voiced concern that the Special Police Account was not making any interest. CA Whiteman said that it was a basic checking account. It could be placed in a money market account (gaining some interest) if check writing were limited.

PL1 Hall made the motion that Council approves the Quarterly Investment Report for the Quarter Ending 09-30-2012. 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.

Adjournment

PL4 Hunt made a motion to adjourn the meeting of October 22, 2012 at 8:45 p.m.
 PL2 Stevenson seconded the motion.
VOTE: The motion carried unanimously.

 Thomas Leverentz, Mayor

ATTEST:

Approved November 13, 2012

 Pamela Woodall, City Secretary

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

Attachments: Document submitted by PL1 Hall (Agenda Item 4)
 Suggestions submitted by Mayor Pro-Tem Dormier (Agenda Item 4)

ATTACHMENT: 2012.10.22 OCC Meeting Minutes

The mayor has the duty to see that the council agenda is prepared but the mayor has no more authority for placing items on the agenda than any other councilman. Most items placed on the council agenda would be by the city administrator.

Ovilla is a Type A General Law City operating under Council-Manager form of governance. "Most of the powers exercised by the mayor are created through ordinances and resolutions adopted by the city council. Very few mayoral powers are prescribe by the state law.

This is a quote from Texas Municipal League-Roles and Responsibilities of officers in General Law Cities "Under the council-manager plan the mayor has no administrative powers and will probably be in the city hall on a less frequent basis. The ordinances of most council-manager cities also make it clear that decision-making is to be shared by the full council, and that the mayor is to be considered the same as any other member of the governing body for policy purposes. This is accomplished by concentrating administrative powers in the hands of the city manager, who acts under the direction of the full council."

When I obtain my council packet I was amazed by agenda item 4. The council had agreed that it would require two members to have an item placed on the agenda. I sent the resolution to Ron Macfarlane, our city attorney, asking if this was the resolution he prepared. This is his response: Yes, I drafted the Resolution you forwarded to me. My original draft required only two (2) council members to place an item on the agenda, which is fairly common, but there are many different rules for different cities. I was told by Randy Whiteman that the Mayor instructed me to revise it to require three (3) council members since that's the way it apparently was in the past.

I believe you all agree that we want an open and transparent city and government and we should start with allowing any councilman to place items on the agenda without having to obtain permission from one or two additional council members.

If we determine that rules need to be put in place for placing items on the agenda we can do that at any time in the future.

From: Richard Dormier [mailto:richard@dormier.com] [redacted]
Sent: Friday, October 12, 2012 12:28 PM
To: Randy Whiteman
Subject: Suggested Agenda Item Placement by Council

I have the following suggestion (which is a draft) regarding placement of agenda items by city council members:

If an item is requested by only one councilman and/or the Mayor, then it is a discussion only item and would be placed on an agenda within a month of the request. If it is requested by at least 3 councilmen (not including the Mayor), then it can be a discussion and action item and would also be placed on an agenda within a month. That way if there is enough interest and the item is important enough it can then be considered in one meeting. If discussion only, then the council can decide if it needs to go to an action item in the future.

The city administrator would be responsible for adding agenda items needed to run the day-to-day operations of the city and those would be discussion and/or action as determined by the administrator.

I would also want to have some type of limitation or understanding that if the Mayor or a councilman is requesting several items, that they be spread out over several meetings because if we each request several items it will be difficult to conduct the regular city business in a timely manner. I think the public does not necessarily want to sit through a 3 or 4 hour meeting either.

With an understanding that a requested item will be placed on an agenda within a month, I don't know that we need to have our requests read out loud at the end of a meeting but I did like it when we were able to do that.

Please forward to the Mayor and other council members for their consideration.

Thanks, Richard

CITY OF OVILLA MINUTES
Monday, October 29, 2012
Special 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 4:07 P.M. The following City Council Members were present:

Larry Stevenson	Council Member Place 2
Doug Hunt	Council Member Place 4
Richard Dormier	Council Member Place 5/Mayor Pro-Tem

Absent:	Ralph Hall	Council Member Place 1
	David Griffin	Council Member Place 3

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

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

REGULAR AGENDA

ITEM 1. DISCUSSION/ACTION – Council will consider approving the City Administrator job posting.

Council reviewed the draft job posting. It was determined that all applications/resumes would be submitted to the City Secretary's office and the Mayor would ensure background checks were conducted.

PL1 Hunt made a motion that Council approves the job posting for the City Administrator's position. 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: 3-0.

ITEM 2. DISCUSSION/ACTION – Council will consider and authorize the advertisement of the vacancy.

Council discussed one of the requirements from applicants is that they possess experience in Texas. If the city were not receiving enough interested applicants, then the limitation would be lifted. Council agreed that the city secretary post the prepared job posting on the TML website.

Mayor ProTem Dormier made a motion that Council approves and authorizes the advertisement for the city administrator position as discussed.

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: 3-0.

Adjournment

PL4 Hunt made a motion to adjourn the meeting of October 29, 2012 at 4:15 p.m.

PL2 Stevenson seconded the motion.

VOTE: The motion carried unanimously.

Thomas Leverentz, Mayor

ATTEST:

Pamela Woodall, City Secretary

Approved November 13, 2012

Attachments: *City Administrator Job Posting*

JOB POSTING

PUBLICATION DATE: October 29, 2012

CLOSING DATE: Open Until Filled

Job Title: City Administrator

Job Location: Ovilla, TX 79154

Job Type: Full-Time Exempt

Compensation: Salary commensurate with experience, Medical, Life, TMRS Retirement

Job Classification: Management

Job Category: City Administrator

Job Description:

Reports to City Council; works closely with the City Council, various boards and commissions, and the general public. Directly supervises department heads and has overall responsibility for all City staff. Makes recommendations to the City Council on hiring and dismissal of director level positions.

Position appointed by the City Council. The City Administrator serves as the administrative officer of the City and shall be responsible to the Mayor and Council for the proper administration of all affairs of the City.

Duties include, but are not limited to the following:

Prepares or approves the agendas in conjunction with the City Secretary or other city staff for all meetings of the City. Directs the preparation and implementation of the annual budget and serves as investment officer;

Provides planning and ensures all planning and development activities are conducted in accordance with the City's adopted codes and or plans;

Develops and implements plans for personnel, financial, and program aspects of city operations in accordance with the budget and other policies as established by the City Council;

Keeps the City Council informed of the progress of all departments and on any and all pertinent matters relating to city operations to enable them to make informed policy decisions;

Recommends to the City Council adoption of such measures, ordinances, and resolutions as may be necessary for the health, safety and welfare of the community, the improvement of administrative services, or the provisions of city services;

Works with developers and builders within the City to ensure proper compliance with the zoning and subdivision regulations established within the Code of Ordinances and policies set forth by the City Council;

Represents the City before a variety of groups in making formal or informal presentations, actively participates in civic activities in the community, interacts with governmental agencies and officials at all levels of government, and with media;

Performs such other duties that may be assigned by the City Council.

JOB POSTING

PUBLICATION DATE: October 29, 2012

CLOSING DATE: Open Until Filled

Job Requirements

Education, training, experience:

Bachelor's degree in public administration or business administration or a related field. Master's Degree MPA preferred. At least five years of full-time experience working for a city in Texas, Type A General Law or larger, with at least 3 years in supervisory position. City Manager level experience preferred. Experience in municipal planning, and budgeting required; experience in economic development and long range strategic planning desired.

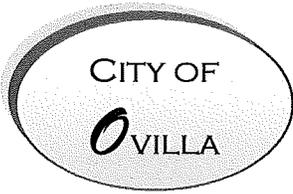
Possession of a valid Texas Driver's license.

Proven and demonstrated computer skills including working in a windows environment with PC's. Software includes but not limited to Microsoft Word, Excel, Outlook and Intuit Quick Books.

The City of Ovilla is an Equal Opportunity Employer and does not unlawfully discriminate based on race, sex, color, religion, national origin, veteran status, age or disability in hiring, conditions of employment or termination of employment.

CITY OF O VILLA

972.617.7262 / FAX: 972.515.3221



AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: November 13, 2012

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:
1. Current MDD Membership 2. Application
Agenda Item / Topic:
ITEM 1. DISCUSSION/ACTION – Consider director reappointments and/or approve solicitation for applications for the Municipal Development District.
Discussion / Justification:
The MDD was established in November 2009 following the residents of the City and ETJ voted its authorization in a special election. The MDD By-Laws state the Board shall consist of five directors, each of whom shall be appointed by Council and must be a resident of either the City of Ovilla or its Extra Territorial Jurisdiction (ETJ). Each member shall be appointed to serve two years with place number to coincide with even/odd years. Not less than two directors shall be persons who are not employees, officers of the City or members of the Council. PL2 (formerly held by Mike Dickey) - vacant PL4 held by Mayor Leverentz PL3 currently held by Charles Daniels and expires in November 2013, however, it is rumored that Mr. Daniels no longer resides in Ovilla.
Recommendation / Staff Comments:
No recommendations.
Sample Motion(s):
"I MAKE A MOTION THAT COUNCIL APPOINT THE FOLLOWING TO THE MDD BOARD FOR A NEW TERM and/or FILL VACANCY TO COMPLETE TERM: PL 2 _____ PL3 _____ PL4 _____ AND/OR "I MAKE A MOTION THAT COUNCIL AUTHORIZE STAFF TO SOLICIT FOR BOARD APPLICATIONS AND RETURN TO COUNCIL FOR REVIEW, CONSIDERATION AND APPOINTMENT."

MOTION: _____

SECONDED: _____

OPPOSITION: _____

ABSTENTION: _____

VOTE: _____



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

**INFORMATION
 SHEET**
 Administration use only

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

DATE RECEIVED:

received
9-17-12



This Information is Public Record
Public Service opportunities are offered by the City Of Ovilla without regard
to race, color, national origin, religion, sex or disability.

**CITY OF OVILLA
BOARD AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION**

The City of Ovilla desires qualified, interested citizens to serve on city boards and/or commissions. We appreciate your interest in Ovilla's current needs and future. If you believe you meet the requirements and have the allowed time to serve on a board or commission, please complete the following.

Boards and commissions members must meet the required qualifications listed below:

- ❖ Be a resident of the city for at least 6 months prior to date of appointment;
- ❖ Be a qualified voter at the time of the appointment;
- ❖ Have no criminal record that is considered by the City Council to be so serious that it serves as a disqualification (i.e. felony conviction);
- ❖ Not be an adversary party to pending litigation or claim against the city (except for eminent domain proceedings);
- ❖ Not to be an employee or a business associate of either an adversary party or a representative of an adversary party;
- ❖ Not in arrears on city taxes, water service charges or other obligations owed to the city; and
- ❖ Have a creditable record of attendance and performance in any previous board service.

If you are interested in applying for more than one position, please indicate the order of your preference by placing a number in the space to the left of the board/commission/committee for which you are applying (#1 being your 1st choice, #3 being your last choice)

BOARDS AND COMMISSIONS

- 1 Planning and Zoning Commission
- Board of Adjustment
- Economic Development Corporation
- Municipal Development District
- Capital Improvements Projects Committee

MEETING INFORMATION

- 1st Monday of each month – 7:00 PM
- 3rd Monday of each month – 7:00 PM
- Every other 4th Monday – 6:00 PM
- Every other 1st Monday – 6:00 PM
- As needed

NAME BARBARA BYRUM-KEY

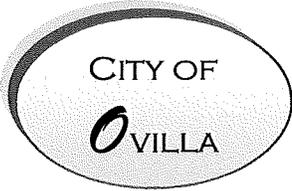
HOME ADDRESS OVILLA, TX 75154

HOW LONG HAVE YOU LIVED IN OVILLA? _____ EMAIL _____

HOME TELEPHONE _____ BUSINESS TELEPHONE _____

PROFESSION _____

INTERESTS _____



Villa City Council

AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: November 13, 2012

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:
1. Attorney's submittal with council changes, Mayor ProTem Dormier's submittal in resolution form.
Agenda Item / Topic:
ITEM 2. DISCUSSION/ACTION – Consider Proposed Resolution 2012-013 adopting a Council Rules of Procedure, Placement and Order of Items on Agendas.
Discussion / Justification:
Council asked staff to make changes to the resolution provided by City Attorney Ron MacFarlane and prepare in resolution form Mayor ProTem Dormier's suggestions.
Recommendation / Staff Comments:
No recommendations.
Sample Motion(s):
"I MAKE A MOTION THAT THE COUNCIL APPROVES / DENIES RESOLUTION 2012-013 – OPTION 1 / OPTION 2 / ADDIAMEND _____."
MOTION: _____
SECONDED: _____
OPPOSITION: _____
ABSTENTION: _____
VOTE: _____

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 AGENDAS**

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 any Council Member may place any subject matter on the agenda for discussion.
2. The City Administrator may place any subject matter on the agenda.
3. All agenda items to be placed on the agenda must be submitted to the City Secretary in writing no later than 4:30 p.m. on the third day before the date of the agenda posting (e.g. agenda items due by 4:30 p.m. on Tuesday for posting of agenda on Friday).
4. 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
 - Presentations & Announcements
 - Department Activity Reports and Discussion

RESOLUTION 2012-013

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 13 DAY OF November 2012.

Tom Leverentz, MAYOR

ATTEST:

Pam Woodall, CITY SECRETARY

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 AGENDAS**

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 any Council Member may place any subject matter on the agenda for discussion only to be heard within a month of the request.
2. Three Council Members (not including the Mayor) can place an item on the agenda for discussion/action and will be heard within a month of the request.
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 4:30 p.m. on the third day before the date of the agenda posting (e.g. agenda items due by 4:30 p.m. on Tuesday for posting of agenda on Friday).
5. If the Mayor or Council Member(s) are requesting numerous items, certain limitations of item placement will be spread-out over several meetings due to time restraints.

B. FORM OF AGENDA

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

RESOLUTION 2012-013

Citizen Comments
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

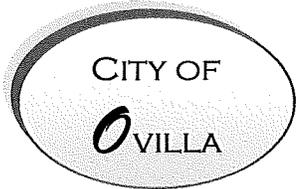
All other Resolutions of the City Council of the City of Ovilla, Texas, that are inconsistent with the provisions of this Resolution are hereby repealed.

**PASSED, APPROVED and ADOPTED BY THE CITY COUNCIL ON THIS 13
DAY OF November 2012.**

Tom Leverentz, MAYOR

ATTEST:

Pam Woodall, CITY SECRETARY



Villa City Council

AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: November 13, 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 appointment of Interim City Administrator and/or consultant, and approve compensation.
Discussion / Justification:
Council considered this item at the last meeting but wanted to wait until the November 13 th meeting to make a decision.
Recommendation / Staff Comments:
No recommendations.
Sample Motion(s):
“I MAKE A MOTION THAT THE COUNCIL APPROVES / DENIES THE APPOINTMENT OF _____ AS INTERIM CITY ADMINISTRATOR, APPOINT _____ AS A CONSULTANT AND APPROVE \$ _____ COMPENSATION.”
MOTION: _____
SECONDED: _____
OPPOSITION: _____
ABSTENTION: _____
VOTE: _____



Ovilla City Council

AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: November 13, 2012

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:	
1. Proposed agreement	
Agenda Item / Topic:	
ITEM 4.	DISCUSSION/ACTION – Consider an Inter-local Agreement between the City of Ovilla and the City of Oak Leaf for the Provision of Animal Control Services.
Discussion / Justification:	
Staff suggested changes to the existing agreement to account for the time it takes to transport an animal outside the city and to provide for additional fees if another employee is used to assist the ACO.	
Recommendation / Staff Comments:	
Staff recommends approval	
Sample Motion(s):	
<p>"I MAKE A MOTION THAT THE COUNCIL APPROVES / DENIES AN INTER-LOCAL AGREEMENT BETWEEN OVILLA AND THE CITY OF OAK LEAF FOR THE PROVISION OF ANIMAL CONTROL SERVICES.</p> <p>MOTION: _____</p> <p>SECONDED: _____</p> <p>OPPOSITION: _____</p> <p>ABSTENTION: _____</p> <p>VOTE: _____</p>	

**INTER-LOCAL AGREEMENT
FOR THE PROVISION OF ANIMAL CONTROL SERVICES**

The City of Ovilla, a municipal corporation (herein referred to as "Ovilla") and the City of Oak Leaf, a municipal corporation (herein referred to as "Oak Leaf"), acting through their duly authorized officers, hereby contract and agree as follows:

1. Oak Leaf shall pay the following fees to Ovilla for the provision of Animal Control Services:
 - a. Animal Pick up \$45 per animal
 - b. Animal Traps \$40
 - c. Dead Animal Pick up \$20
 - d. Called out but no animal found \$30
 - e. Court Appearance by Animal Control Officer \$25 per hour
 - f. Reported Biting \$20
 - g. Delivery of Animal to Entity Outside of City \$25 per hour

All animals reported to have bitten either a human or another animal will be delivered to either the I-35 Veterinary Clinic or the City of Waxahachie for ten (10) day quarantine. Oak Leaf will assume responsibility for all charges due to quarantine. Any continual isolation will be conducted and monitored by Oak Leaf.

2. Ovilla will pick up animals when directed by the Oak Leaf Secretary and deliver same to either I-35 Veterinary Clinic or the City of Waxahachie. The City of Oak Leaf is responsible for paying holding, euthanasia and any charges incurred, to the City of Ovilla..
3. Oak Leaf assumes all responsibility for dealing with the owners of the animals and agrees to hold Ovilla and its employees harmless from any claim, suit or action of any nature, other than negligence, taken by the owner or purported owner of said animal, or by any person arising from the actions of Ovilla under the terms of this agreement.
4. This agreement shall continue until terminated by either party, which may be done by giving thirty (30) days notice in writing to the other party.

Executed this _____ day of _____, 2012.

CITY OF OVILLA

CITY OF OAK LEAF

BY: _____

BY: _____

TITLE: _____

TITLE: _____

REVISIONS: 10/28/08 - AQUIVAREZ
H:\Projects\Ovilla\2007124\Sheets\2007124-COV-01.dwg
PLOT SCALE: 1:1
PLOT STYLE: 11x17.ctb
PLOTTED BY: JUAN MORALES ON 9/9/2009

CITY OF OVILLA, TEXAS

CONSTRUCTION PLANS FOR

MAIN STREET SANITARY SEWER FROM F.M. 664 TO CITY HALL



"PRIDE IN OUR PAST... ENTHUSIASM FOR THE FUTURE"

COUNCIL MEMBERS

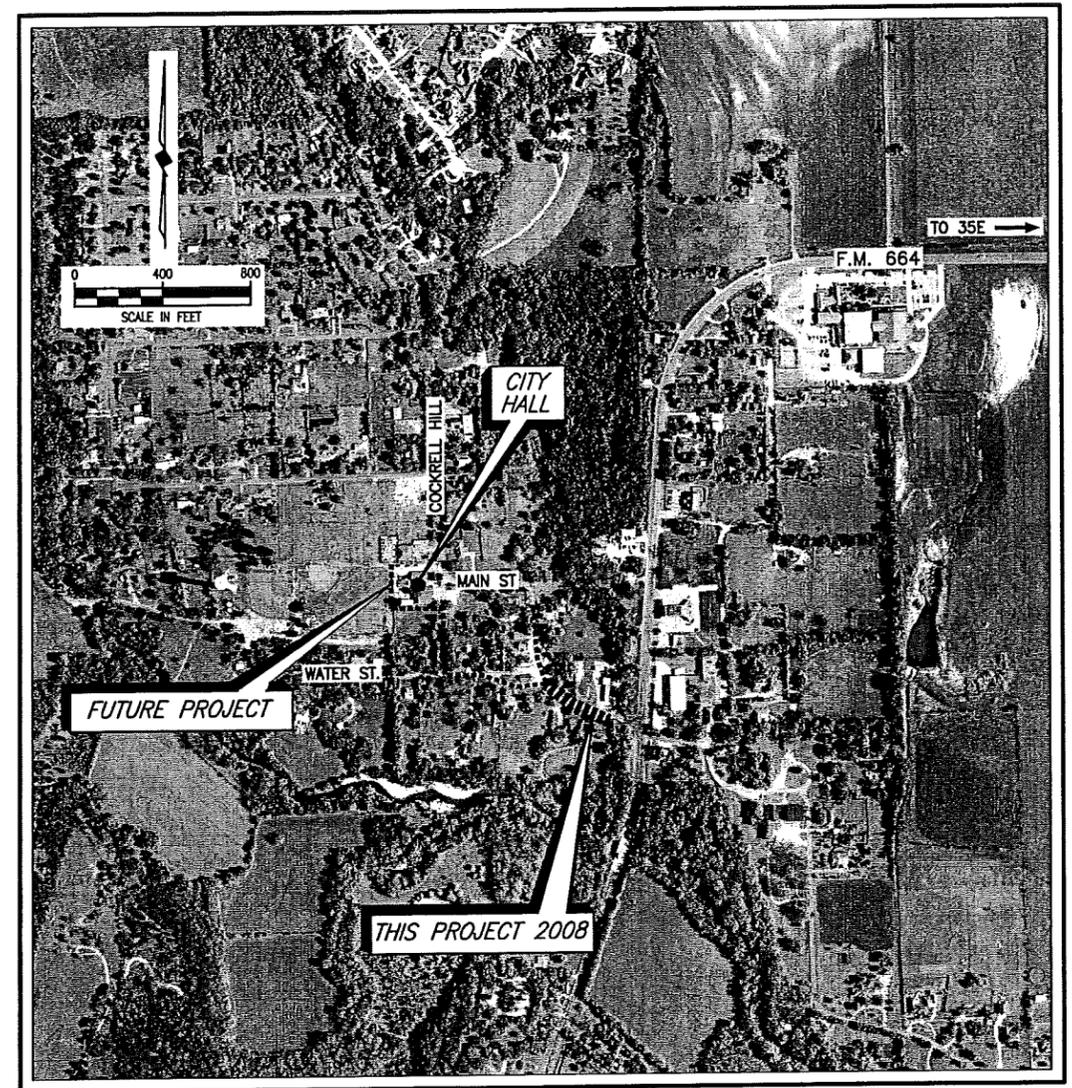
- BILL TURNER, MAYOR
- RALPH G. HALL, MAYOR PRO TEM
- TOM LEVERENTE
- RICHARD DORMIER
- BILL VANSYCKLE
- JAMES WADE

DIRECTOR OF PUBLIC WORKS

JASON ROBINSON

BIRKHOFF, HENDRICKS & CONWAY, L.L.P.
CONSULTING ENGINEERS
Dallas, Texas

October, 2008



LOCATION MAP

SHEET INDEX

<u>SHEET NO.</u>	<u>SHEET DESCRIPTION</u>
1	COVER SHEET
2	NOTES
3-4	PLAN SHEETS
5	PROFILE SHEET
6-7	MISCELLANEOUS DETAILS

This record drawing is a compilation of the sealed engineering drawing for this project; modified by addenda, change orders and information furnished by the contractor. The information shown on the record drawings that was provided by the contractor or others not associated with the design engineer cannot be verified for accuracy or completeness. This original sealed drawings are on file at the offices of Birkhoff, Hendricks & Conway, L.L.P.
BY JWB DATE 10/28/08



John W. Birkhoff
10/28/08

PAVING NOTES

1. CONTRACTOR SHALL BACKFILL SEWER LINE IN 8 INCH LOOSE LIFTS COMPACTED TO 95% STANDARD PROCTOR, ALL PIPE THIS PROJECT WILL BE UNDER FUTURE PARKING LOT PAVEMENT.
2. EXISTING ROADWAY SHALL BE KEPT CLEAN THOUGH OUT CONSTRUCTION.
3. CONTRACTOR SHALL MAINTAIN TWO WAY TRAFFIC ALONG MAIN STREET.

SANITARY SEWER

1. ALL SEWER LINES CROSSING POTABLE WATERLINES SHALL BE AS SHOWN IN THE PLANS AND MEET TCEQ REQUIREMENTS.
2. PIPES 4 INCHES THROUGH 15 INCHES SHALL BE IN ACCORDANCE WITH ASTM D3034 WITH A MINIMUM SDR OF 35 OR ASTM D3350 AND DE 345434 C.
3. MANHOLES SHALL BE CAST IN PLACE OR PRECAST. ALL MANHOLES SHALL BE WATER TIGHT. ALL RING AND COVERS SHALL BE PAMREX 24.
4. ALL PIPE OPENINGS IN MANHOLES SHALL INCLUDE COUPLINGS WITH "O" RING RUBBER GASKETS.
5. STUBOUTS OUT OF MANHOLES SHALL BE FITTED WITH A STOPPER AND CAP. STUBOUTS SHALL BE A MINIMUM OF 2 FEET FROM MANHOLE AND BE SUPPORTED BY A CONCRETE CRADLE.
6. ALL DROP MANHOLES SHALL BE OF THE EXTERNAL TYPE.
7. MANHOLES SHALL BE VENTED IN ACCORDANCE WITH TCEQ REQUIREMENTS.
8. ALL SANITARY SEWER PIPE SHALL BE TESTED (PER NCTCOG SPECS) AFTER CONSTRUCTION. TESTING SHALL INCLUDE PRESSURE TESTING, MANDREL TEST (TCEQ REQUIRED) AND COLOR TV INSPECTION. COLOR TV INSPECTION SHALL BE COMPLETED IN PRESENCE OF CITY REPRESENTATIVE AND THE ORIGINAL DVD FORMATTED MEDIA SHALL BE GIVEN TO THE CITY AT THE COMPLETION OF THE INSPECTION.
9. MANHOLES SHALL BE VACUUM TESTED IN THE PRESENCE OF THE CITY REPRESENTATIVE. ANY DISTURBED AREAS OUTSIDE PAVING SHALL BE HAND RAKED AND SOLID SOD PLACED AND PINNED. SOLID SOD SHALL BE WATERED TWICE A DAY AM & PM FOR A PERIOD OF SIX WEEKS.

DETAILS

SPECIAL DETAILS OR MODIFICATIONS TO THESE STANDARD DETAILS TO BE UTILIZED ON ANY GIVEN PROJECT SHALL BE SUBMITTED TO THE CITY FOR APPROVAL FOR USE.

GENERAL NOTES

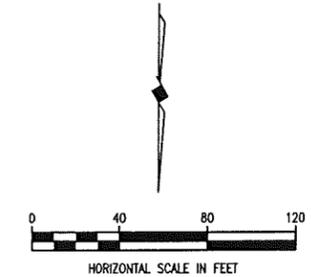
1. CONTRACTOR SHALL MAINTAIN ONE WAY TRAFFIC WITH FLAG MAN ON MAIN STREET BETWEEN F.M. 664 AND WATER STREET.
2. PIPE WYES SHALL BE FIELD LOCATED IN THE FIELD AT THE DIRECTION OF THE CITY. SIZE SHALL BE 4 INCH.
3. ALL PIPE WYES SHALL BE CONSTRUCTED WITH 4 INCH PIPE TO WITHIN 1 FOOT OF TRUE EDGE OF PAVEMENT. PIPE SHALL BE CAPPED.
4. LOCATION OF SERVICE LINES SHALL MARKED WITH 2 INCH WIDE GREEN PLASTIC STREAMER FROM PLUG TO TOP OF GROUND. 1"x2" STAKE (2 FEET IN LENGTH) SHALL BE PLACE EXTENDING 3 INCHES ABOVE GRADE AT CAP. PIPE SHALL BE ON A 2% GRADE.

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BY JWB DATE 10/28/08*

	<p>BIRKHOFF, HENDRICKS & CONWAY, L.L.P. CONSULTING ENGINEERS 11910 Greenville Ave., Suite 600 Dallas, Texas (214) 361-7900</p>		<p><i>John W. Birkhoff</i> 10/28/08</p>	<p>CITY OF OVILLA CITY, TEXAS MAIN STREET SANITARY SEWER</p> <hr/> <p>NOTES</p>	<p>BHC PROJECT NO. 2007-124</p> <hr/> <p>October, 2008</p>	<p>SHEET NO. 2</p>
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CONTROL POINT NO.	NORTH	EAST	ELEVATION	DESCRIPTION
NO. 1	N 6878333.9166	E 2465653.4270	617.64	IRON ROD W/CAP
NO. 2	N 6878435.9904	E 2465462.2302	630.24	(TBM) IRON ROD W/CAP
NO. 3	N 6878905.7109	E 2465411.6286	640.01	IRON ROD W/CAP
NO. 4	N 6878915.2732	E 2465036.2254	638.13	(TBM) PK W/SHINER
NO. 5	N 6878516.0103	E 2465024.1335	626.69	(TBM) PK W/SHINER
NO. 79	N 6878491.7883	E 2465263.8197	627.78	PK W/SHINER
NO. 153	N 6878780.5121	E 2464913.1376	631.08	60D NAIL
NO. 250	N 6879013.1540	E 2464872.4587	637.58	60D NAIL
NO. 299	N 6878998.2171	E 2464693.7754	636.13	60D NAIL



WARNING !!
EXISTING UNDERGROUND UTILITIES IN VICINITY OF PROJECT. CALL 1-800-245-4545 AT LEAST 72 HOURS PRIOR TO BEGINNING CONSTRUCTION

PIPE WYES	PIPE WYES
SS LINE 'A'	FUTURE
APPROXIMATE STATION	SS LINE 'B'
	APPROXIMATE STATION
1+30	0+50
2+15	0+95
3+95	1+70
4+30	2+10
5+10	2+95
5+20	3+10
5+60	
5+70	

P.I. STA. 3+52.91 SAN. SEW. 'A' = STA. 0+00 SAN. SEW. 'B'
 $\Delta = 31^{\circ}41'22''$ RT.
 N 6878459.7175
 E 2465462.6115
 CONST. 5' DIA. DROP M.H. LINE 5 FOOT MANHOLE WITH POLYTRIPLEX LINER
 5 L.F. STUBOUT (WEST)
 5 L.F. STUBOUT (NORTH)

P.I. STA. 4+96.86 SAN. SEW. 'A'
 $\Delta = 15^{\circ}05'24''$ RT.
 N 6878595.5638
 E 2465415.0027
 CONST. 4' DIA. STD. M.H.

PROPOSED 6" SANITARY SEWER 'A'
 N 6878728.3445, E 2465405.1967
 MATCH LINE STA. 6+30

P.I. STA. 1+34.14
 $\Delta = 19^{\circ}39'52''$ RT.
 N 6878459.7175
 E 2465328.4765
 CONST. 4' DIA. STD. M.H.

P.I. STA. 2+81.61
 $\Delta = 21^{\circ}02'37''$ LT.
 N 6878509.3445
 E 2465189.6018
 CONST. 4' DIA. STD. M.H.

P.I. STA. 4+37.64
 $\Delta = 88^{\circ}32'45''$ RT.
 N 6878505.5888
 E 2465033.6199
 CONST. 4' DIA. STD. M.H. FURNISH & INSTALL 5 L.F. 6" STUBOUT (WEST) 1-6" PLUG

NOTE:
WATER LINES ARE SHOWN FOR REFERENCE ONLY. EXACT LOCATION UNKNOWN. CONTRACTOR SHALL LOCATE IN FIELD AT POTENTIAL CONFLICT AREAS.

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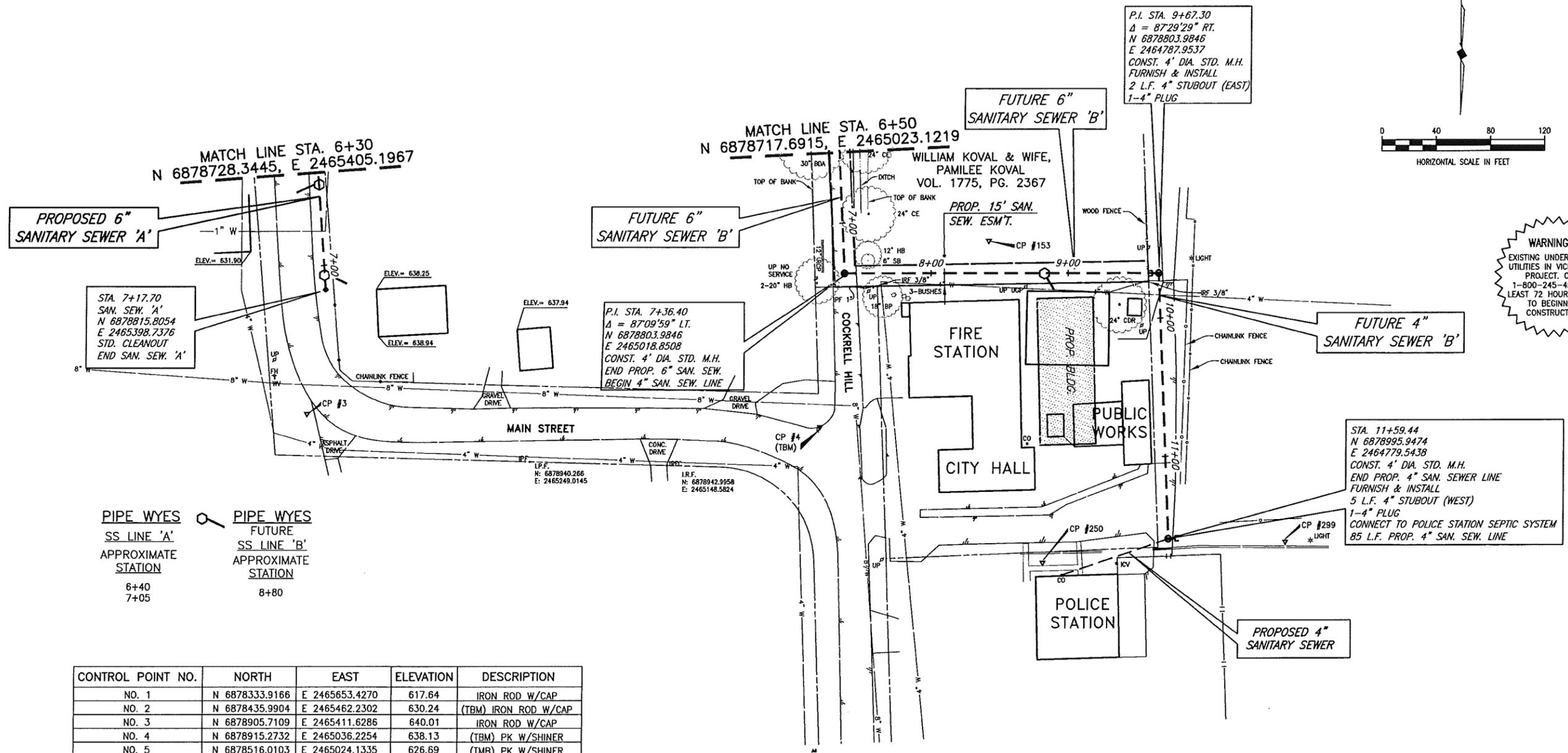
John W. Birkhoff
 10/28/08

CITY OF OVILLA, TEXAS
 MAIN STREET SANITARY SEWER
 PLAN SHEET
 STA. 0+00 TO STA. 6+30 (LINE 'A')
 STA. 0+00 TO STA. 6+50 (LINE 'B')

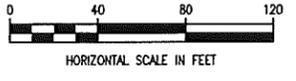
BHC PROJECT NO. 2007-124
 October, 2008
 SHEET NO. **3**

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WARNING !!
 EXISTING UNDERGROUND UTILITIES IN VICINITY OF PROJECT. CALL 1-800-245-4545 AT LEAST 72 HOURS PRIOR TO BEGINNING CONSTRUCTION



PIPE WYES
 SS LINE 'A'
 APPROXIMATE STATION
 6+40
 7+05

PIPE WYES
 FUTURE SS LINE 'B'
 APPROXIMATE STATION
 8+80

CONTROL POINT NO.	NORTH	EAST	ELEVATION	DESCRIPTION
NO. 1	N 6878333.9166	E 2465653.4270	617.64	IRON ROD W/CAP
NO. 2	N 6878435.9904	E 2465462.2302	630.24	(TBM) IRON ROD W/CAP
NO. 3	N 6878905.7109	E 2465411.6286	640.01	IRON ROD W/CAP
NO. 4	N 6878915.2732	E 2465036.2254	638.13	(TBM) PK W/SHINER
NO. 5	N 6878516.0103	E 2465024.1335	626.69	(TBM) PK W/SHINER
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NO. 153	N 6878780.5121	E 2464913.1376	631.08	60D NAIL
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NO. 299	N 6878998.2171	E 2464693.7754	636.13	60D NAIL

NOTE:
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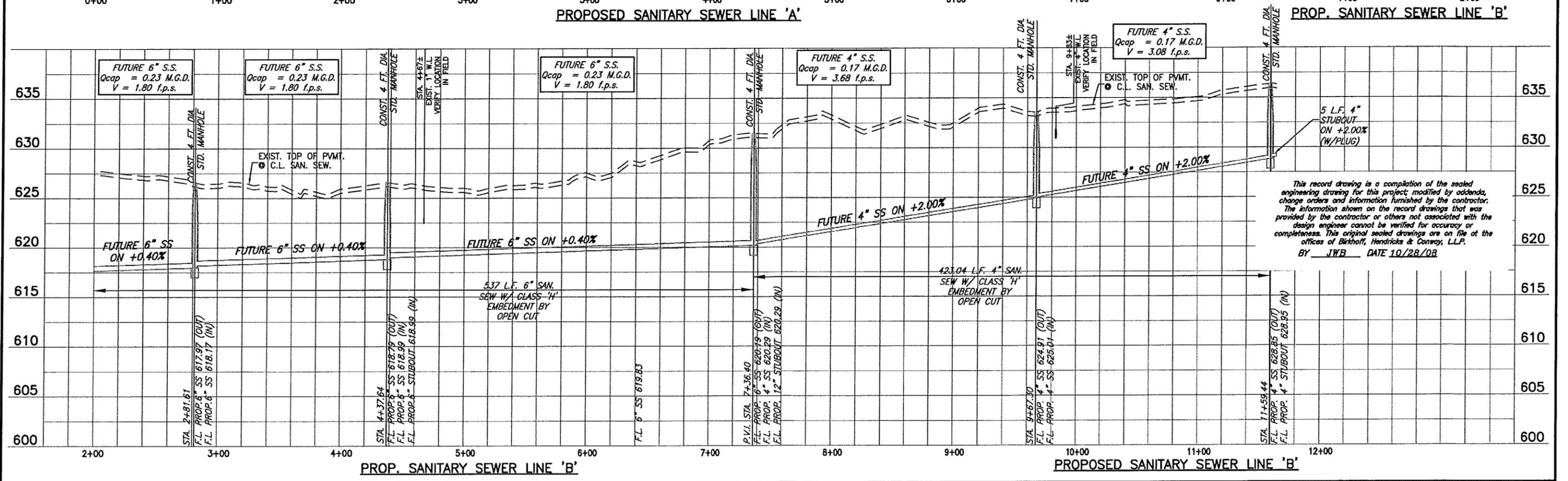
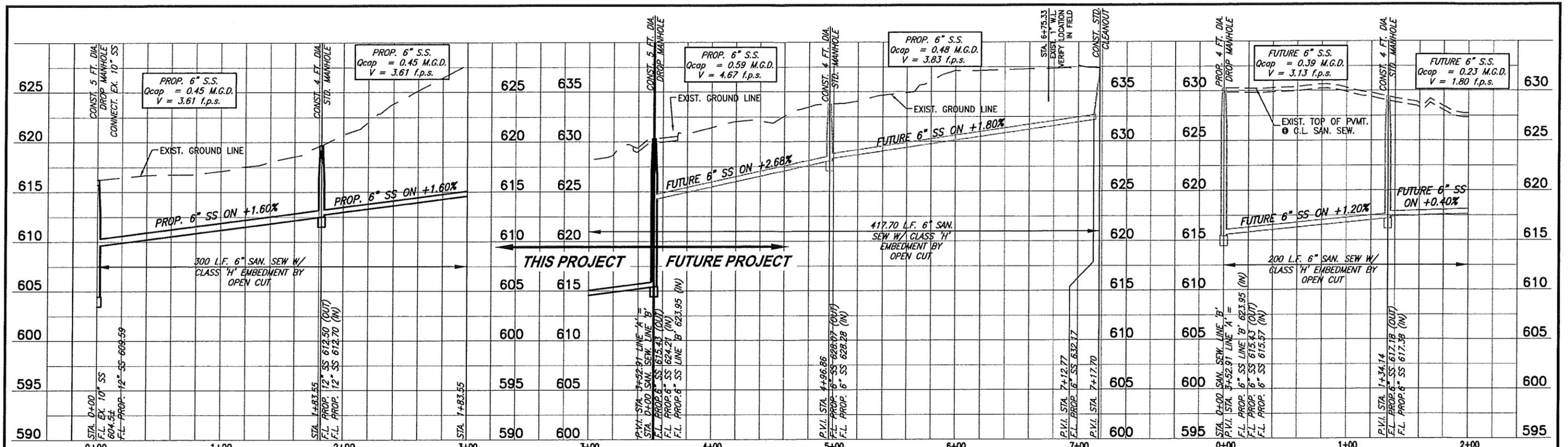


John W. Birkhoff
 10/28/08

CITY OF OVILLA, TEXAS
 MAIN STREET SANITARY SEWER
 PLAN SHEET
 STA. 6+30 TO STA. 7+17.70 (LINE 'A')
 STA. 6+50 TO STA. 11+59.44 (LINE 'B')

BHC PROJECT NO. 2007-124
 October, 2008
 SHEET NO. **4**

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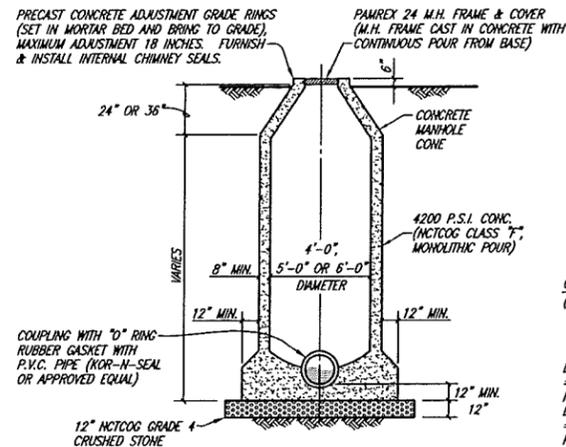
John W. Birkhoff
 10/28/08

CITY OF OVILLA CITY, TEXAS
 MAIN STREET SANITARY SEWER
 PROFILE SHEET
 STA. 0+00 TO STA. 15+12.35 LINE 'A'
 STA. 0+00 TO STA. 3+65 LINE 'B'

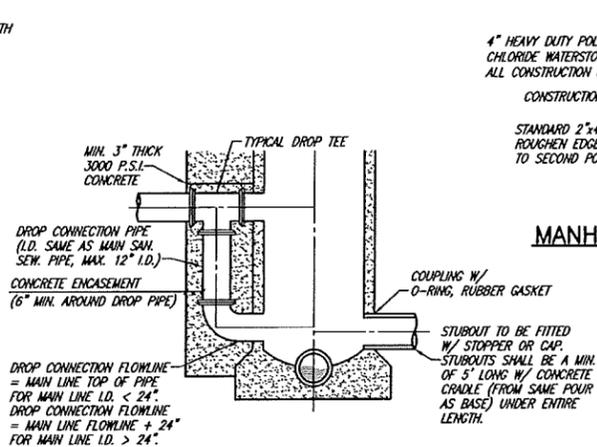
BHC
 PROJECT NO.
 2007-124
 October, 2008

SHEET NO.
5

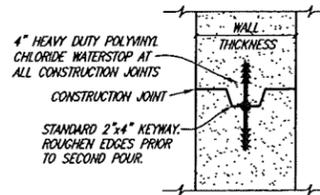
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STANDARD MANHOLE ELEVATION
4', 5' & 6' DIAMETER MANHOLES



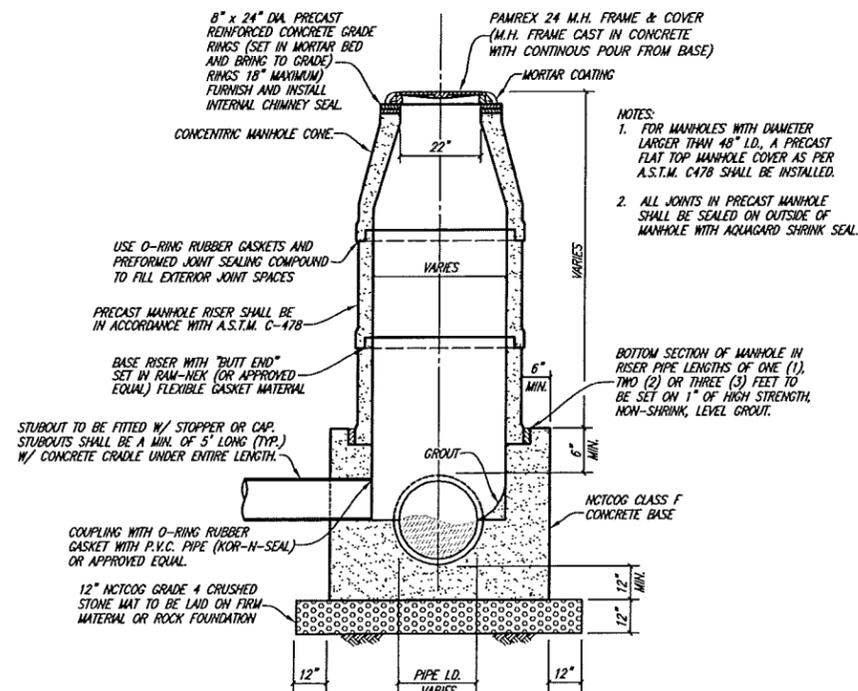
EXTERNAL DROP MANHOLE ELEVATION
4', 5' & 6' DIAMETER MANHOLES



MANHOLE CONSTRUCTION JOINT
KEYWAY WITH WATERSTOP

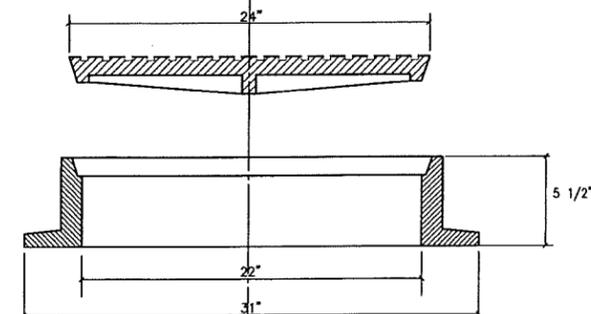
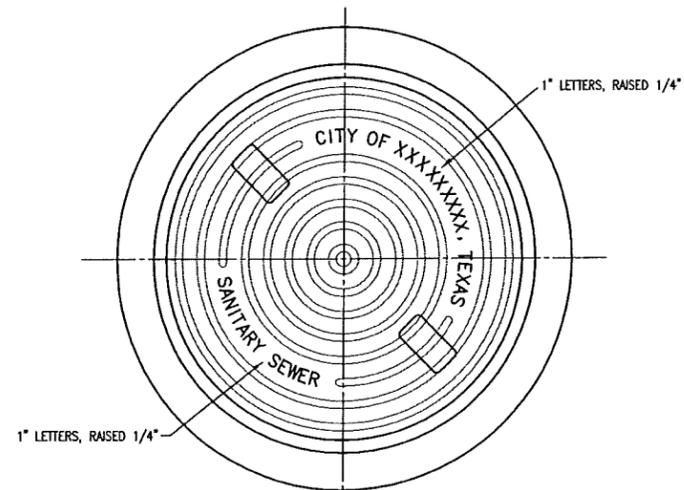
SANITARY SEWER MANHOLE (CAST IN PLACE)

NO SCALE



PRECAST CONCRETE MANHOLE

NO SCALE



MANHOLE RING AND COVER

WITH LOCKING DEVICE & PICK SLOTS

PAMREX 24
TRAFFIC BEARING MANHOLE

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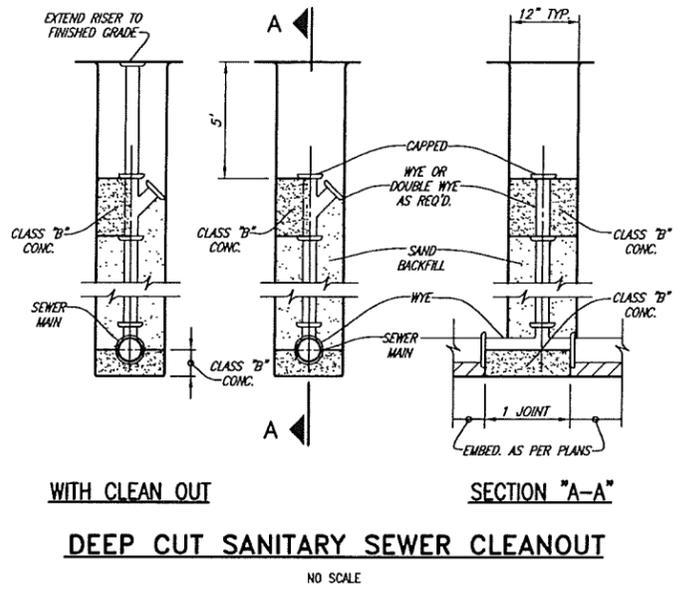
John W. Birkhoff
10/28/08

CITY OF OVILLA, TEXAS
MAIN STREET SANITARY SEWER
DETAIL SHEET 1

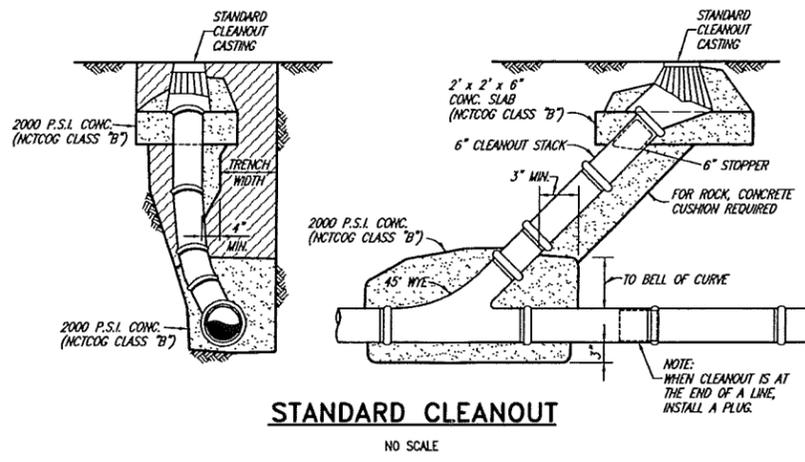
BHC
PROJECT NO.
2006-124
October, 2008

SHEET NO.
6

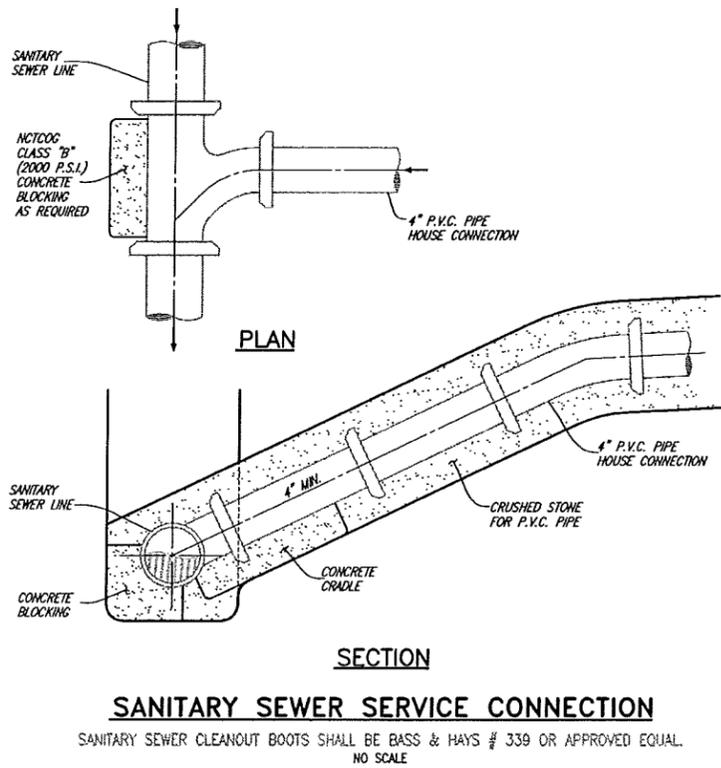
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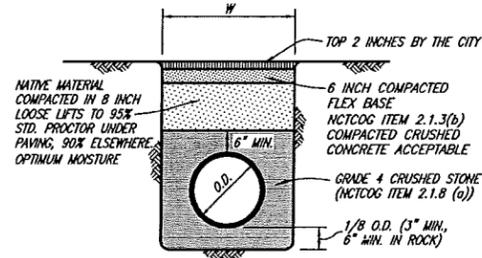
WITH CLEAN OUT
SECTION "A-A"
DEEP CUT SANITARY SEWER CLEANOUT
NO SCALE



STANDARD CLEANOUT
NO SCALE



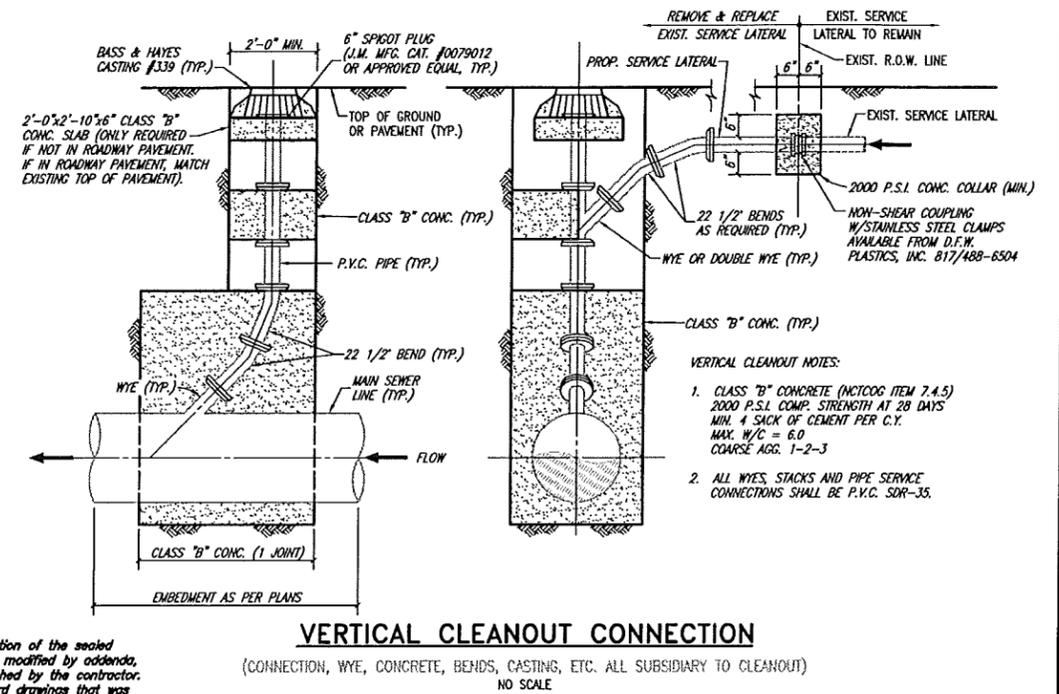
PLAN
SECTION
SANITARY SEWER SERVICE CONNECTION
SANITARY SEWER CLEANOUT BOOTS SHALL BE BASS & HAYS # 339 OR APPROVED EQUAL.
NO SCALE



CLASS H EMBEDMENT
STD. P.V.C. SANITARY SEWER

GRADE 4 CRUSHED STONE GRADATION

SIEVE SIZE	% RETAINED
1-1/2 INCH	0
1 INCH	0-5
1/2 INCH	40-75
NO. 4	90-100
NO. 8	95-100



VERTICAL CLEANOUT CONNECTION
(CONNECTION, WYE, CONCRETE, BENDS, CASTING, ETC. ALL SUBSIDIARY TO CLEANOUT)
NO SCALE

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John W. Birkhoff
10/28/08

CITY OF OVILLA, TEXAS
MAIN STREET SANITARY SEWER
DETAIL SHEET 2

BHC
PROJECT NO.
2006-124
October, 2008
SHEET NO.
7



QUOTE

CUSTOMER NO	JOB NAME	QUOTE NO	QUOTE DATE	PAGE
	WATER STREET	5287277	3/21/12	1

CUSTOMER
CITY OF OVILLA PO BOX 5047 OVILLA, TX 75154

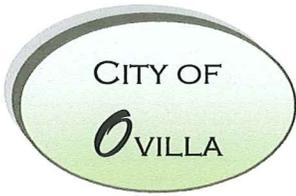
QUOTING BRANCH
MSC WATERWORKS DALLAS FAX - 214-660-3626 11200 SEAGOVILLE ROAD BALCH SPRINGS, TX 75180 Telephone: 214-660-3662

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	TOTAL PRICE
500	FT	3/4"X100' CTS PE TUBING 200PSI	.23	115.00
100	FT	6" C900 DR18 PIPE	4.26	426.00
2000	FT	12" C900 DR18 PIPE	15.64	31,280.00
3	EA	12" MJ 45 C153	169.00	507.00
1	EA	12" MJ 90 C153	201.00	201.00
1	EA	12" MJ 22-1/2 C153	146.00	146.00
1	EA	12"X8" MJ TEE C153	219.00	219.00
1	EA	8" MJ GV O/L 4067 L/ACC	835.00	835.00
2	EA	12"X6" MJXFLG TEE C153	251.00	502.00
3	EA	6" MJXFLG GV O/L 4067-13 L/ACC	524.00	1,572.00
3	EA	5-1/4VO HYD 5'0" 6MJ O/L 129 L/ACC	1,752.00	5,256.00
22	EA	12X3/4 CC 406 SDL 12.75-13.20	93.00	2,046.00
22	EA	3/4" CORP STOP CCXGJC F1000-3G	25.00	550.00
22	EA	5/8"X3/4" BALL VLV GJCXMSN B43-232WG	33.00	726.00
22	EA	5/8X3/4 430II MTR SG VOG0201	44.00	968.00
24	EA	12" STAR GRIP MJ REST PVC 4012	80.00	1,920.00
24	EA	12" MJ REGULAR ACC LESS GLAND	21.00	504.00
10	EA	6" STAR GRIP MJ REST PVC 4006	27.00	270.00
10	EA	6" MJ REGULAR ACC LESS GLAND	14.00	140.00
4	EA	562S SCREW VB COMP IMPORT	44.00	176.00
3	EA	6" FLG ACC KIT FF 1/8" RR	9.00	27.00

ALL STOCK DELIVERIES ARE SUBJECT TO SHIPPING CHARGES

All Material is quoted for shipment within 30 days of bid or quote date. After 30 days, ALL quote prices are subject to review, based on current market conditions.

Subtotal: 48,386.00
Tax: .00
Bid Total: 48,386.00



AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: November 13, 2012

Department: Administration/Code Enf.

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:
1. Document provided by Mike Dooly 2. Information from legal counsel
Agenda Item / Topic:
ITEM 6. DISCUSSION ONLY – Discuss any updated negotiations and progress with Ovilla Auto.
Discussion / Justification:
The Council discussed this during a workshop, asked Mike Dooly to write-up what is allowed, and urge Mr. Tennison to agree. Mike asked PL5/Mayor ProTem Dormier to sit it in on the meeting with Mr. Tennison. Mayor ProTem Dormier asked to review what Mike had developed before the meeting and said he would get back with Mike. Additionally, Mayor ProTem Dormier asked for a determination from the City Attorney on the abandonment of nonconforming uses. Mr. MacFarlane’s response will be provided at the meeting.
Recommendation / Staff Comments:
Sample Motion(s):
DISCUSSION ONLY.

This change in the ordinance will

- A) Allow for minor repairs to be done outside of the primary repair building.
- B) Allow 6 months for vehicles qualified as junk vehicles to be on the repair lot
- C)

What this change does not allow

- A) Vehicles in need of repair placed outside the building for an unlimited time.

Auto Repair Garage. An enclosed facility designed for the repair and maintenance of automobiles, trucks, and vans, with minor vehicle repairs conducted outside on any vehicle of less than ten thousand (10,000) pounds gross weight, said repairs to include, but not limited to tune-ups, lights, changing fluids, starters, alternators, replacement of belts, routine adjustments, and tire changes

(Ordinance 08-018, sec. 1, adopted 8/25/08)

(2) The term “junked vehicle” does not include:

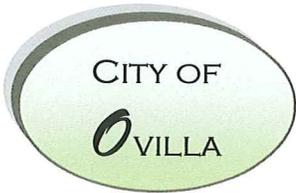
(A) A vehicle or part thereof which is completely enclosed within a building in a lawful manner where it is not visible from the street or other public or private property;

(B) A vehicle or part thereof which is stored or parked in a lawful manner on private property in connection with the business of a licensed vehicle dealer or junkyard; or

(C) An unlicensed operable or inoperable antique and special interest vehicle stored by a collector on his property, provided that the vehicle and the outdoor storage area are maintained in such a manner that they do not constitute a health hazard and are screened from ordinary public view by means of a fence, rapidly growing trees, shrubbery or other appropriate means

(D) Any vehicle on the property of a licensed auto garage for the purpose of repair.

(1) vehicles not having attached valid license and valid registration may remain outside the repair garage for a period not to exceed 180 (one hundred eighty days) provided a mechanics lien has been properly filed and documentation can be provided to Code Enforcement or Designated City official.



AGENDA ITEM REPORT

REGULAR AGENDA

Item(s): 7 (City Secretary use only)

Meeting Date: November 13, 2012

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:
1. Email resignation
Agenda Item / Topic:
ITEM 7. DISCUSSION/ACTION – Consider nomination, appointment and/or solicitation for applications to fill vacancy on the Planning and Zoning Commission.
Discussion / Justification:
Mr. Emmett Fox submitted his resignation.
Recommendation / Staff Comments:
No recommendations.
Sample Motion(s):
<p>“I MAKE A MOTION THAT COUNCIL APPOINTS _____ TO THE PLANNING & ZONING COMMISSION.”</p> <p style="text-align: center;">OR</p> <p>“I MAKE A MOTION THAT COUNCIL AUTHORIZE STAFF TO SOLICIT FOR BOARD APPLICATIONS AND RETURN TO COUNCIL FOR REVIEW, CONSIDERATION AND APPOINTMENT.”</p> <p>MOTION: _____</p> <p>SECONDED: _____</p> <p>OPPOSITION: _____</p> <p>ABSTENTION: _____</p> <p>VOTE: _____</p>

Pam Higgins

From: Emmett Fox [REDACTED]
Sent: Wednesday, November 07, 2012 8:50 PM
To: Pam Higgins
Subject: P&Z

Pam,

Please let this email serve as official notice of my resignation from the Ovilla Planning & Zoning Commission effective immediately. Unfortunately work commitments will not allow me to effectively serve in my capacity as a commission member. I appreciate the opportunity to have served.

Sincerely,

Emmett Fox

Regency Sales Co iPad