

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
Vacant, City Administrator

Ovilla City Council Agenda

105 S. Cockrell Hill Road, Ovilla, TX 75154

Monday, January 14, 2013

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, January 14, 2013 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 decisions 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 Police Chief M. Moon
 - Monthly Report
 - Annual UCR Stats
- Fire Department Assistant Fire Chief P. Brancato
 - Monthly Report
- Public Works Public Works Director B. Piland
 - Monthly Report
- Finance Department City Accountant S. Jungman
 - Monthly Financials, October and November 2012
 - Monthly Municipal Court Report
- Administration Mayor ProTem R. Dormier
 - Update status on Ovilla Parc Subdivision
 - Monthly Reports – Code Enforcement/Animal Control, Mike Dooly
- Committees

III. CONSENT AGENDA

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.

- Financial transactions
- Minutes of the December 10, 2012 Regular Council Meeting
- Minutes of the December 20, 2012 Special Council Meeting
- Ordinance 2013-001, Amending Chapter 9, Section 9. City Administrator Duties

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IV. REGULAR AGENDA

- ITEM 1. **DISCUSSION/ACTION** – Consider letter of request from property owners regarding Main Street Sanitary Sewer.
- ITEM 2. **DISCUSSION/ACTION** – Consider the declaration of surplus property and authorize its sale.
- ITEM 3. **DISCUSSION/ACTION** – Consider and authorize an alternate method of sale and/or disposal of surplus property declared under Item 2.
- ITEM 4. **DISCUSSION/ACTION** – Consider proposed Ordinance 2013-002, in accordance with Chapter 1, Section 1.02.002 of the Ovilla Code of Ordinances, declaring an official city newspaper.
- ITEM 5. **DISCUSSION/ACTION** – Consider approval of a Five-Year Contractual Agreement with ACS, Inc. for Firehouse software.
- ITEM 6. **DISCUSSION/ACTION** – Consider and review a draft nonexclusive menu of options providing for the regulation of mobile food vendors.
- ITEM 7. **DISCUSSION/ACTION** – Deliberate the appointment employment and/or duties of the interim City Administrator and/or permanent City Administrator.

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 6. ♦ Closed session pursuant to Texas Local Government Code section 551.071
DISCUSSION/ACTION – Consider and review a draft nonexclusive menu of options providing for the regulation of mobile food vendors.
- ITEM 7. ♦ Closed session pursuant to Texas Local Government Code section 551.074
DISCUSSION/ACTION – Deliberate the appointment employment and/or duties of the interim City Administrator and/or permanent City Administrator.

COUNCIL WILL RECONVENE INTO OPEN SESSION, AND TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION, IF NEEDED.

- ♦ Consider action as a result of discussion on each item.

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VI. ADJOURNMENT

This is to certify that a copy of the Notice of the Regular City Council Meeting for January 14, 2013, was posted on the bulletin board at City Hall, 105 S. Cockrell Hill Road, Ovilla, on the 11th day of January 2013 prior to 6:00 p.m.



Pamela Woodall, City Secretary

I, Pam Woodall, City Secretary, do hereby certify that a copy of the January 14, 2013, 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: JAN 11 2013
TIME OF POSTING: 10:00 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.

CERTIFIED EXECUTIVE SESSION AGENDA

Date: 14 January 2013

I, Tom Leverentz, Mayor of the City of Ovilla, Texas hereby convene into Executive Session at ____ p.m. on the 14TH day of January 2013.

The following Council Members and staff attended:

Council Members

Staff Members

Others

___ Tom Leverentz, Mayor
___ Richard Dormier, Mayor Pro-Tem
___ Place 1, Ralph Hall
___ Place 2, Larry Stevenson
___ Place 3, David Griffin
___ Place 4, Doug Hunt

___ R. Whiteman, City Administrator
___ P. Woodall, City Secretary
___ _____

___ City Attorney, Ron MacFarlane
___ Other Legal Counsel

The following is an agenda of an Executive Session of the City of Ovilla, Texas, held pursuant to the Texas Open Meetings Act, Government Code Section:

- ___ 551.071 - Consultation w/Attorney
- ___ 551.072 - Real Property
- ___ 551.073 - Deliberations about Gift
- ___ 551.074 - Personnel Matters
- ___ 551.076 - Security Personnel or Devices
- ___ 551.086 - Test item (SB 595)
- ___ 551.087 - Economic Development Negotiations (SB1851)
- ___ 418.183 - Homeland Security

Said Executive Session has been conducted in order to deliberate on the following matters:

- ITEM 6.** ♦ Closed session pursuant to Texas Local Government Code section 551.071
DISCUSSION/ACTION – Consider and review a draft nonexclusive menu of options providing for the regulation of mobile food vendors.
- ITEM 7.** ♦ Closed session pursuant to Texas Local Government Code section 551.074
DISCUSSION/ACTION – Deliberate the appointment employment and/or duties of the interim City Administrator and/or permanent City Administrator.

COUNCIL WILL RECONVENE INTO OPEN SESSION, AND TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION, IF NEEDED.

- ♦ Consider action as a result of discussion on each item.

I, Tom Leverentz, Mayor, hereby adjourn the Executive Session at ____ p.m. on the 14th day of January 2013. No Action was taken in Executive Session. Any action, as a result of this Executive Session, will be taken and recorded in open session.

I certify that this agenda is a true and accurate record of the proceedings.

Tom Leverentz, Mayor

OVILLA POLICE DEPARTMENT

105 S Cockrell Hill Rd

Ovilla, TX 75154

(972) 617-7262

Mayor Tom Leverentz
and the Ovilla City Council

Subject: Police Department Monthly Activity Report:

Dec-12	YTD
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<u>Calls For Service</u>	<u>Total</u>	<u>Total</u>
ACCIDENT	3	30
ALARMS	8	174
ARREST	1	22
ASSAULT	0	4
ASSISTS: Agency/Unit: 16 EMS/Fire: 9 Motorist: 2	27	373
BLDG / HOUSE SECURITY CHECK	1324	17601
BURGLARY	1	5
BURGLARY OF MOTOR VEHICLE	2	10
CRIMINAL MISCHIEF	0	11
DISTURBANCE	3	67
NEIGHBORHOOD CHECK	1717	20136
OTHER CALLS FOR SERVICE	69	1025
SUSPICIOUS PERSON	9	79
SUSPICIOUS VEHICLE	9	101
THEFT	0	23
TRAFFIC ASSIGNMENT	20	458
TOTAL CALLS FOR SERVICE	3193	40119
RESERVE OFFICER HOURS	69.5	362.75
AVERAGE RESPONSE TIME (MINUTES)	4.47	4.53
TRAFFIC STOP (WARNINGS)	21	525
CITATIONS	30	394
TOTAL	51	919
PERCENT OF STOPS RECEIVING CITATIONS	58.8	42.9

UCR Stats Comparison

Offense Reported	# Offenses 2007	# Offenses 2008	# Offenses 2009	# Offenses 2010	# Offenses 2011	# Offenses 2012
Burg Hab	6	6	7	7	7	6
Burg Bldg	2	0	2	3	1	0
Theft	28	16	10	20	14	24
Poss Marij	1	4	4	4	0	0
Poss Meth	1	0	0	0	0	0
Poss Narcotics	2	0	0	0	0	1
Assault including F/V	13	12	11	5	4	9
Robbery	0	0	1	0	1	0
Motor Veh Thefts	1	3	2	0	0	1
DWI	1	4	6	1	2	3
DUI Minor	0	3	1	2	0	0
Public Intoxication	0	2	2	5	3	1
MIP-Alcohol	2	22	9	11	0	3
MIP-Tobacco	2	2	0	0	0	0
Arson	0	0	0	0	0	1
Forgery/Counterfeiting	3	0	0	0	15	9
Forcible Rape	1	0	0	1	1	1
UCW	0	1	0	0	1	0
Total	63	75	55	59	49	59

Clearance rate on crime decreased by 37.8%
 crime rate per 100 pop. 1.5 2012/
 1.3 in 2011
 Crime increased by 20%

**2012
UCR**

Offense Reported	# Offenses	Arrests	\$ Value	\$ Recovered	Drug Weight
Burg Hab	6	3	\$69,097	\$55,380	
Burg Bldg					
Theft	24	4	\$19,265	\$5,650	
Poss Marij					
Poss Meth					
Poss Narcotics	1	1			
Assault including F/V	9	9			
Robbery					
Motor Veh Thefts	1	1	\$5,000	\$4,500	
Recovered Stolen Veh From	3			\$29,000	
DWI	3	4			
DUI Minor					
Public Intoxication	1	1			
MIP-Alcohol	3	3			
MIP-Tobacco					
Arson	1				
Forgery/Counterfeiting	9	2			
Forcible Rape	1	1			
UCW					
Total	59	28	\$93,362	\$65,530	

NOTES:

Some UCR offense titles are different from Penal Code titles. Therefore, the totals will be different than the Crimes totals.

Ex: Theft from a motor vehicle is considered a theft instead of a burglary. Theft of Service is considered Fraud instead of theft

Most of the forgery/fraud cases the offense may have occurred in another jurisdiction but by law we are required to take the report if the offense is reported to us.

If a veh is stolen herebut recovered in another jurisdiction, the recovering agency gets the recovered \$ amount. If the veh was damaged or stripped the recovery \$ amount will be the amount at the time of recovery instead of the value at the time of the theft. Because of this we do not add the recovered vehicle \$ amount (stolen from other jurisdiction) to Ovilla's total recovered \$ amount.

If a suspect is arrest on more than one offense, the arrest is only counted as one arrest.

2012
UCR

FROM COIN OP. MACHINE		
SHOPLIFTING	2	\$45
FROM MOTOR VEHICLES	8	\$7,038
VEHICLE PARTS/ACCESS	1	\$285
FROM BUILDINGS	1	\$2,500
ALL OTHER	10	\$9,397
Total	22	\$19,265

Note: All others examples are from a yard or porch, from a construction site.

Type of Property	Stolen Amount	Recovered Amount
Currency	\$1,477	\$1,125
Jewelry	\$47,970	\$47,120
Clothing	\$3,705	\$350
Locally Stolen Motor Vehicles	\$13,500	\$4,500
Office Equipment	\$5,150	\$3,900
Audio/Video Electronics	\$3,718	\$1,850
Firearms	\$3,200	\$2,735
Household Goods	\$2,575	\$75
Consumable Goods	\$110	0
Livestock		
Miscellaneous	\$11,957	\$3,875
Total	\$93,362	\$65,530

City of Ovilla Fire Department

First Unit Arrival Response Time Analysis (Std)

Alarm Date Between {12/01/2012} And {12/31/2012}
and District = "OVILA"

Response		Count	Percentage
Hrs	Mins		
<	01	2	6.4 %
	02	1	3.2 %
	03	1	3.2 %
	04	7	22.5 %
	05	7	22.5 %
	06	5	16.1 %
	07	3	9.6 %
	08	1	3.2 %
	09	2	6.4 %
	10	1	3.2 %
	11	1	3.2 %

Overall Average Response Time: 00:05:50

City of Ovilla Fire Department

First Unit Arrival Response Time Analysis (Std)

Alarm Date Between {12/01/2012} And {12/31/2012}
and District = "ESD2 "

Response		Count	Percentage
Hrs	Mins		
	< 01	1	7.6 %
	03	1	7.6 %
	04	1	7.6 %
	06	1	7.6 %
	07	3	23.0 %
	09	2	15.3 %
	10	1	7.6 %
	13	1	7.6 %
	17	1	7.6 %
	26	1	7.6 %

Overall Average Response Time: 00:09:33

City of Ovilla Fire Department

Incident Type Report (Summary)

Alarm Date Between {12/01/2012} And {12/31/2012}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	3	4.41%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	1	1.47%	\$0	0.00%
151 Outside rubbish, trash or waste fire	1	1.47%	\$200	83.33%
	<u>5</u>	<u>7.35%</u>	<u>\$200</u>	<u>83.33%</u>
2 Overpressure Rupture, Explosion, Overheat(no fire)				
251 Excessive heat, scorch burns with no	2	2.94%	\$0	0.00%
	<u>2</u>	<u>2.94%</u>	<u>\$0</u>	<u>0.00%</u>
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	6	8.82%	\$0	0.00%
320 Emergency medical service, other	1	1.47%	\$0	0.00%
321 EMS call, excluding vehicle accident with	18	26.47%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	2	2.94%	\$0	0.00%
	<u>27</u>	<u>39.70%</u>	<u>\$0</u>	<u>0.00%</u>
4 Hazardous Condition (No Fire)				
444 Power line down	1	1.47%	\$0	0.00%
445 Arcing, shorted electrical equipment	2	2.94%	\$0	0.00%
	<u>3</u>	<u>4.41%</u>	<u>\$0</u>	<u>0.00%</u>
5 Service Call				
511 Lock-out	1	1.47%	\$0	0.00%
531 Smoke or odor removal	1	1.47%	\$0	0.00%
552 Police matter	1	1.47%	\$0	0.00%
553 Public service	1	1.47%	\$0	0.00%
554 Assist invalid	2	2.94%	\$0	0.00%
561 Unauthorized burning	5	7.35%	\$40	16.66%
	<u>11</u>	<u>16.17%</u>	<u>\$40</u>	<u>16.66%</u>
6 Good Intent Call				
611 Dispatched & cancelled en route	13	19.11%	\$0	0.00%
622 No Incident found on arrival at dispatch	1	1.47%	\$0	0.00%
631 Authorized controlled burning	1	1.47%	\$0	0.00%
651 Smoke scare, odor of smoke	2	2.94%	\$0	0.00%
671 HazMat release investigation w/no HazMat	1	1.47%	\$0	0.00%

City of Ovilla Fire Department

Incident Type Report (Summary)

Alarm Date Between {12/01/2012} And {12/31/2012}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
6 Good Intent Call	18	26.47%	\$0	0.00%
7 False Alarm & False Call				
733 Smoke detector activation due to	2	2.94%	\$0	0.00%
	2	2.94%	\$0	0.00%
Total Incident Count:	68		Total Est Loss:	\$240

City of Ovilla Fire Department

Average Response Time by District/Incident Type (M

**Alarm Date Between {12/01/2012} And {12/31/2012}
and District = "OVILA"**

OVILA City of Ovilla

Incident	Alarm Date & Time	Arrival Date & Time	Stn	Shift	Response Time
151 Outside rubbish, trash or waste fire					
12-2000587	12/12/2012 05:42:56	12/12/2012 05:51:28	1	B	00:08:32
Average Response Time for District/Incident Type					00:08:32
320 Emergency medical service, other					
12-2000597	12/17/2012 11:54:54	12/17/2012 11:59:37	1	B	00:04:43
Average Response Time for District/Incident Type					00:04:43
321 EMS call, excluding vehicle accident with injury					
12-2000564	12/03/2012 09:53:36	12/03/2012 09:56:14	1	C	00:02:38
12-2000565	12/03/2012 13:46:01	12/03/2012 13:50:10	1	C	00:04:09
12-2000573	12/06/2012 08:47:27	12/06/2012 08:47:27	1	C	00:00:00
12-2000581	12/10/2012 02:28:31	12/10/2012 02:39:43	1	C	00:11:12
12-2000582	12/10/2012 03:15:55	12/10/2012 03:22:32	1	C	00:06:37
12-2000583	12/10/2012 13:47:46	12/10/2012 13:47:46	1	A	00:00:00
12-2000588	12/12/2012 14:43:06	12/12/2012 14:47:39	1	C	00:04:33
12-2000590	12/14/2012 20:08:10	12/14/2012 20:14:14	1	B	00:06:04
12-2000591	12/15/2012 13:35:00	12/15/2012 13:39:34	1	C	00:04:34
12-2000593	12/16/2012 08:02:45	12/16/2012 08:08:27	1	A	00:05:42
12-2000601	12/19/2012 13:55:57	12/19/2012 14:02:58	1	A	00:07:01
12-2000606	12/22/2012 13:38:26	12/22/2012 13:43:36	1	A	00:05:10
12-2000618	12/28/2012 01:52:05	12/28/2012 01:57:22	1	C	00:05:17
12-2000619	12/28/2012 10:28:07	12/28/2012 10:33:45	1	A	00:05:38
Average Response Time for District/Incident Type					00:04:54
324 Motor Vehicle Accident with no injuries					
12-2000578	12/09/2012 13:22:51	12/09/2012 13:28:21	1	C	00:05:30
Average Response Time for District/Incident Type					00:05:30
445 Arcing, shorted electrical equipment					
12-2000595	12/17/2012 03:10:50	12/17/2012 03:17:15	1	A	00:06:25
12-2000608	12/23/2012 13:53:24	12/23/2012 13:58:33	1	B	00:05:09
Average Response Time for District/Incident Type					00:05:47
511 Lock-out					
12-2000617	12/26/2012 10:11:47	12/26/2012 10:18:31	1	B	00:06:44
Average Response Time for District/Incident Type					00:06:44
553 Public service					
12-2000589	12/13/2012 10:33:02	12/13/2012 10:37:02	1	A	00:04:00
Average Response Time for District/Incident Type					00:04:00
554 Assist invalid					
12-2000604	12/20/2012 19:25:02	12/20/2012 19:30:58	1	B	00:05:56
Average Response Time for District/Incident Type					00:05:56

City of Ovilla Fire Department

Average Response Time by District/Incident Type (M

Alarm Date Between {12/01/2012} And {12/31/2012}
and District = "OVILA"

OVILA City of Ovilla

Incident	Alarm Date & Time		Arrival Date & Time		Stn	Shift	Response Time
561 Unauthorized burning							
12-2000592	12/15/2012	20:32:05	12/15/2012	20:35:40	1	C	00:03:35
12-2000596	12/17/2012	10:00:10	12/17/2012	10:09:57	1	B	00:09:47
12-2000610	12/24/2012	12:49:41	12/24/2012	12:54:23	1	C	00:04:42
12-2000628	12/31/2012	20:24:40	12/31/2012	20:35:33	1	A	00:10:53
Average Response Time for District/Incident Type							00:07:14
631 Authorized controlled burning							
12-2000570	12/05/2012	19:24:29	12/05/2012	19:31:26	1	B	00:06:57
Average Response Time for District/Incident Type							00:06:57
651 Smoke scare, odor of smoke							
12-2000566	12/03/2012	14:55:00	12/03/2012	15:02:28	1	C	00:07:28
12-2000623	12/30/2012	15:42:48	12/30/2012	15:47:23	1	C	00:04:35
Average Response Time for District/Incident Type							00:06:02
671 HazMat release investigation w/no HazMat							
12-2000584	12/11/2012	19:26:07	12/11/2012	19:33:48	1	B	00:07:41
Average Response Time for District/Incident Type							00:07:41
733 Smoke detector activation due to malfunction							
12-2000605	12/21/2012	08:39:31	12/21/2012	08:48:57	1	C	00:09:26
Average Response Time for District/Incident Type							00:09:26

Overall Average Response Time for District 00:05:50							

Total Incident Count: 31

Overall Average Response Time: 00:05:50

City of Ovilla Fire Department

Average Response Time by District/Incident Type (M

Alarm Date Between {12/01/2012} And {12/31/2012}
and District = "ESD2 "

ESD2 Midlothian ESD#2

Incident	Alarm Date & Time	Arrival Date & Time	Stn	Shift	Response Time
111 Building fire					
12-2000561	12/01/2012 11:55:00	12/01/2012 12:21:27	1	A	00:26:27
Average Response Time for District/Incident Type					00:26:27
142 Brush or brush-and-grass mixture fire					
12-2000569	12/04/2012 16:59:41	12/04/2012 17:10:21	1	A	00:10:40
Average Response Time for District/Incident Type					00:10:40
251 Excessive heat, scorch burns with no ignition					
12-2000629	12/31/2012 21:54:38	12/31/2012 21:57:49	1	A	00:03:11
Average Response Time for District/Incident Type					00:03:11
311 Medical assist, assist EMS crew					
12-2000563	12/03/2012 00:13:35	12/03/2012 00:23:17	1	B	00:09:42
12-2000577	12/08/2012 11:28:00	12/08/2012 11:35:30	1	B	00:07:30
12-2000594	12/16/2012 17:53:00	12/16/2012 18:02:06	1	C	00:09:06
12-2000627	12/31/2012 01:18:00	12/31/2012 01:24:11	1	C	00:06:11
Average Response Time for District/Incident Type					00:08:07
321 EMS call, excluding vehicle accident with injury					
12-2000574	12/06/2012 10:43:19	12/06/2012 10:50:43	1	C	00:07:24
Average Response Time for District/Incident Type					00:07:24
531 Smoke or odor removal					
12-2000613	12/25/2012 15:02:00	12/25/2012 15:19:25	1	C	00:17:25
Average Response Time for District/Incident Type					00:17:25
552 Police matter					
12-2000580	12/09/2012 19:53:00	12/09/2012 20:00:55	1	C	00:07:55
Average Response Time for District/Incident Type					00:07:55
561 Unauthorized burning					
12-2000599	12/17/2012 18:06:39	12/17/2012 18:06:39	1	B	00:00:00
Average Response Time for District/Incident Type					00:00:00
622 No Incident found on arrival at dispatch address					
12-2000626	12/30/2012 22:14:00	12/30/2012 22:18:58	1	C	00:04:58
Average Response Time for District/Incident Type					00:04:58
733 Smoke detector activation due to malfunction					
12-2000624	12/30/2012 17:46:00	12/30/2012 17:59:36	1	C	00:13:36
Average Response Time for District/Incident Type					00:13:36

Overall Average Response Time for District 00:09:33					

Total Incident Count: 13

Overall Average Response Time: 00:09:33

City of Ovilla Fire Department

Staff Activity by Name (Summary)

Date Between {12/01/2012} And {12/31/2012} and
Career = "2 "

Code		Hours	Hours Pd	Points
741 Bailey, Randall S.				
CE	Community Event	3.00	3.00	0.00
FX	Fire At Scene	0.13	0.13	0.00
VOD	Volunteer on Duty	27.50	27.50	0.00
Totals for Staff Member:		30.63	30.63	0.00
751 Baker, Dalton				
FX	Fire At Scene	10.44	10.44	0.00
MS	Medical On Standby	0.71	0.71	0.00
MX	Medical At Scene	3.39	3.39	0.00
TM	Training Meeting	2.00	2.00	0.00
VOD	Volunteer on Duty	47.25	35.25	0.00
Totals for Staff Member:		63.79	51.79	0.00
749 Chapman, John Daniel				
DA	Daily Apparatus Check	1.50	1.50	0.00
FX	Fire At Scene	3.01	3.01	0.00
MS	Medical On Standby	0.71	0.71	0.00
MX	Medical At Scene	2.87	2.87	0.00
PS	Public Service	0.26	0.26	0.00
SD	Station Duties	1.00	1.00	0.00
TM	Training Meeting	2.00	2.00	0.00
VOD	Volunteer on Duty	50.00	50.00	0.00
Totals for Staff Member:		61.35	61.35	0.00
740 Espinosa, Anthony				
FX	Fire At Scene	0.32	0.32	0.00
MX	Medical At Scene	0.49	0.00	0.00
VOD	Volunteer on Duty	12.00	12.00	0.00
Totals for Staff Member:		12.81	12.32	0.00
750 Guffey, Nicholas Ray				
FS	Fire On Standby	0.54	0.54	0.00
MX	Medical At Scene	0.61	0.61	0.00

City of Ovilla Fire Department

Staff Activity by Name (Summary)

Date Between {12/01/2012} And {12/31/2012} and
Career = "2 "

Code		Hours	Hours Pd	Points
750	Guffey, Nicholas Ray			
SD	Station Duties	1.00	1.00	0.00
TM	Training Meeting	2.00	2.00	0.00
VOD	Volunteer on Duty	36.00	36.00	0.00
Totals for Staff Member:		40.15	40.15	0.00
713	Holt, William Neal			
FX	Fire At Scene	0.08	0.08	0.00
VOD	Volunteer on Duty	27.00	27.00	0.00
Totals for Staff Member:		27.08	27.08	0.00
716	Leverentz, Thomas G			
FS	Fire On Standby	0.32	0.32	0.00
MX	Medical At Scene	0.17	0.17	0.00
Totals for Staff Member:		0.49	0.49	0.00
707	Martinez, Erick I			
FX	Fire At Scene	0.44	0.44	0.00
ONDU	Paid On Duty	12.00	12.00	0.00
TM	Training Meeting	2.00	2.00	0.00
VM	Vehicle Maintenance	1.00	1.00	0.00
VOD	Volunteer on Duty	37.00	37.00	0.00
Totals for Staff Member:		52.44	52.44	0.00
710	McCumber, Sean			
MX	Medical At Scene	1.80	1.31	0.00
Totals for Staff Member:		1.80	1.31	0.00
724	O'Brien, Steve G			
FS	Fire On Standby	0.40	0.40	0.00
MS	Medical On Standby	1.59	1.59	0.00
PS	Public Service	0.05	0.05	0.00

City of Ovilla Fire Department
 Staff Activity by Name (Summary)

Date Between {12/01/2012} And {12/31/2012} and
 Career = "2 "

Code		Hours	Hours Pd	Points
724	O'Brien, Steve G			
TM	Training Meeting	2.00	2.00	0.00
VOD	Volunteer on Duty	12.00	12.00	0.00
Totals for Staff Member:		16.04	16.04	0.00
711	Sidler, Joni L			
FX	Fire At Scene	0.13	0.13	0.00
VOD	Volunteer on Duty	14.00	14.00	0.00
Totals for Staff Member:		14.13	14.13	0.00
722	Spencer, Everett H			
FS	Fire On Standby	3.00	3.00	0.00
FX	Fire At Scene	9.52	9.52	0.00
MS	Medical On Standby	4.91	4.91	0.00
MX	Medical At Scene	1.09	0.60	0.00
ONDU	Paid On Duty	12.50	12.50	0.00
PS	Public Service	0.05	0.05	0.00
ST	Station Tour	1.50	1.50	0.00
TM	Training Meeting	2.00	2.00	0.00
VOD	Volunteer on Duty	12.00	12.00	0.00
Totals for Staff Member:		46.57	46.08	0.00
714	Steele, Matthew R			
TM	Training Meeting	2.00	2.00	0.00
Totals for Staff Member:		2.00	2.00	0.00
745	Velasquez, Adrian C.			
FX	Fire At Scene	0.18	0.18	0.00
MX	Medical At Scene	0.97	0.97	0.00
Totals for Staff Member:		1.15	1.15	0.00
717	Witherspoon, Jacki D			

City of Ovilla Fire Department

Staff Activity by Name (Summary)

Date Between {12/01/2012} And {12/31/2012} and
 Career = "2 "

Code		Hours	Hours Pd	Points
717	Witherspoon, Jacki D			
FA	Fuel Apparatus	0.03	0.03	0.00
FS	Fire On Standby	0.62	0.62	0.00
FX	Fire At Scene	3.01	3.01	0.00
MS	Medical On Standby	0.19	0.19	0.00
MX	Medical At Scene	1.41	0.92	0.00
SD	Station Duties	1.00	1.00	0.00
ST	Station Tour	2.50	2.50	0.00
TM	Training Meeting	2.00	2.00	0.00
VOD	Volunteer on Duty	37.00	37.00	0.00
Totals for Staff Member:		47.76	47.27	0.00

City of Ovilla Fire Department

Copy of Year-to-date Incident Participation

Activity Date Between {12/01/2012} And
{12/31/2012} 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	0	0	1	1	2.32
751 Baker, Dalton	0	0	0	0	0	0	0	0	0	0	0	8	8	18.60
749 Chapman, John Daniel	0	0	0	0	0	0	0	0	0	0	0	10	10	23.25
740 Espinosa, Anthony	0	0	0	0	0	0	0	0	0	0	0	2	2	4.65
750 Guffey, Nicholas Ray	0	0	0	0	0	0	0	0	0	0	0	5	5	11.62
713 Holt, William Neal	0	0	0	0	0	0	0	0	0	0	0	1	1	2.32
716 Leverentz, Thomas G	0	0	0	0	0	0	0	0	0	0	0	2	2	4.65
707 Martinez, Erick I	0	0	0	0	0	0	0	0	0	0	0	2	2	4.65
710 McCumber, Sean	0	0	0	0	0	0	0	0	0	0	0	3	3	6.97
724 O'Brien, Steve G	0	0	0	0	0	0	0	0	0	0	0	6	6	13.95
711 Sidler, Joni L	0	0	0	0	0	0	0	0	0	0	0	1	1	2.32
722 Spencer, Everett H	0	0	0	0	0	0	0	0	0	0	0	27	27	62.79
745 Velasquez, Adrian C.	0	0	0	0	0	0	0	0	0	0	0	3	3	6.97
717 Witherspoon, Jacki D	0	0	0	0	0	0	0	0	0	0	0	9	9	20.93

Total Runs by Month											
Jan	0	Feb	0	Mar	0	Apr	0	May	0	Jun	0
Jul	0	Aug	0	Sep	0	Oct	0	Nov	0	Dec	43

Grand Total Runs: 43

City of Ovilla Fire Department

Staff with No Activities

Date >= {12/01/2012} a

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
Graham, Justin L.	723	VO	01/18/2011	PR	1
Paluga, Patrick	732	VO	07/01/2002	FFE	1

City of Ovilla Fire Department

OFD Fuel Usage Report

Date Between {12/01/2012} And {12/31/2012}

Date	Fuel Type	Gallons	Cost	Unit
FA Fuel Apparatus				
Diesel				
12/01/2012	Diesel	11.055	\$42.00	E701
	742 Turner, Cole A.			
12/01/2012	Diesel	16.824	\$63.91	755
	742 Turner, Cole A.			
12/06/2012	Diesel	22.350	\$84.91	E701
	746 Cartwright, James M			
12/06/2012	Diesel	12.688	\$48.20	B701
	725 Wolf, Darrell G.			
12/12/2012	Diesel	9.666	\$36.72	755
	708 Brancato, Phillip M.			
12/21/2012	Diesel	14.440	\$53.42	E701
	733 Rudd, Justin E.			
	720 Wesson, Geoffrey S			
	744 Maples, Patrick D			
12/27/2012	Diesel	10.083	\$38.31	E702
	709 Spaulding, Scott L			
12/29/2012	Diesel	1.600	\$6.08	755
	717 Witherspoon, Jacki D			
12/30/2012	Diesel	10.926	\$41.51	E701
	725 Wolf, Darrell G.			
	744 Maples, Patrick D			
	Diesel Totals:	109.632 Gal	\$415.06	
Gasoline				
12/11/2012	Gasoline	22.592	\$70.01	C701
	708 Brancato, Phillip M.			
12/18/2012	Gasoline	14.750	\$44.24	S701
	730 Lucia, Kevin B			
	748 Lindsey, Kevin Ray			
	Gasoline Totals:	37.342 Gal	\$114.25	

City of Ovilla Fire Department

Inspections by Inspector

Date Completed Between {12/01/2012} And
{12/31/2012}

Date	Time	Inspection Type/Occupancy	Hours
<hr/>			
730 Lucia, Kevin B			
12/18/2012	13:46	200 INSPECTION - General OVILLARD_3321 Ovilla Market 3321 Ovilla RD	1.21
12/24/2012	10:00	264 INSPECTION - City WMAIN_709 Complete Outdoor Living 709 W Main ST	1.00
<hr/>			
Total for Staff:	2		Total Hours: 2.21
Grand Total Activities:	2		Grand Totals: 2.21



DATE: January 8th 2013

TO: Honorable Mayor and City Council Members

FROM: Brad Piland Public Works Director

TOPIC: Public Works Monthly Report for December

- Patched potholes - East Main, Cockrell Hill, Westmoreland,
- 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 - weed eat
- Trimmed trees on Red Oak Creek
- Read Water meters, Service Disconnects and Reconnects
- Repaired water main at 105 Bruce Ct and 300 Willowcreek
- Replaced concrete sidewalk 128 Medowglen

- 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

- Replaced shingles on Fire dept
- Removed tree from Red Oak Creek Rd and Cockrell hill
- Repaired and cleaned Highland Meadows lift station

❖ Jimmy Bryan -

- Serviced PD Units 101 & 103
- Repaired 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



DATE: 01-14-13

TO: Honorable Mayor and Council Members

FROM: Sharon Jungman

**SUBJECT: Financial Statements
As of October 31, 2012**

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Income				
4000100 · Taxes				
4000105 · Ad Valorem, Current	584	1,235,000	(1,234,416)	0%
4000110 · Ad Valorem, Delinquent	1,990	20,000	(18,010)	10%
4000113 · Interest/Penalties - Prop Tax	491	10,000	(9,509)	5%
4000120 · Sales Tax	11,686	155,000	(143,314)	8%
4000125 · Sales Tax - Street Improvement	2,921	32,500	(29,579)	9%
4000130 · Franchise Tax	4,647	150,000	(145,353)	3%
Total 4000100 · Taxes	22,319	1,602,500	(1,580,181)	1%
4000200 · Licenses and Permits				
4000208 · Building Permits				
4000210 · Residential Building Permits	2,655	6,500	(3,845)	41%
4000213 · Fire Inspection Permits	150	1,000	(850)	15%
4000214 · Misc Building Permits	1,680	10,000	(8,320)	17%
Total 4000208 · Building Permits	4,485	17,500	(13,015)	26%
4000230 · Plan Review Fee	700	3,000	(2,300)	23%
4000260 · Alarm Permits	115	2,000	(1,885)	6%
4000270 · Animal Tag Fees	144	3,000	(2,856)	5%
4000272 · Impound Fees	80	1,550	(1,470)	5%
4000290 · Misc Licenses and Permits	145	1,000	(855)	15%
Total 4000200 · Licenses and Permits	5,669	28,050	(22,381)	20%
4000400 · Charges for Services				
4000325 · ESD #2	0	145,000	(145,000)	0%
4000330 · ESD #4	0	39,000	(39,000)	0%
4000411 · Copies and Maps	0	75	(75)	0%
4000415 · Police Reports	12	100	(88)	12%
4000440 · Oak Leaf Animal Control	0	2,000	(2,000)	0%
4000450 · Subdivision Fees	3,750	1,000	2,750	375%
4000480 · Solid Waste (Garbage)	17,266	196,000	(178,734)	9%
4000490 · Misc Charges for Services	154	2,500	(2,346)	6%
Total 4000400 · Charges for Services	21,182	385,675	(364,493)	5%
4000500 · Fines and Forfeitures				
4000510 · Fines - Police	7,056	85,000	(77,944)	8%
4000520 · Fines - Animal Control	0	1,000	(1,000)	0%
4000525 · Fines - Code Enforcement	164	2,000	(1,836)	8%
4000590 · Misc Fines and Forfeitures	0	150	(150)	0%
Total 4000500 · Fines and Forfeitures	7,220	88,150	(80,930)	8%
4000800 · Other Revenue				
4000810 · Heritage Day	1,018	5,500	(4,482)	19%
4000820 · Water Tower Lease	4,941	82,000	(77,059)	6%
4000840 · Interest Earned	275	4,000	(3,725)	7%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
4000867 · HB3667 TX.Forest Service Grant	0	3,840	(3,840)	0%
4000870 · Insurance Proceeds	1,856			
4000887 · HOA Revenue	0	1,015	(1,015)	0%
4000890 · Misc Other Revenue	631	4,500	(3,869)	14%
Total 4000800 · Other Revenue	8,721	100,855	(92,134)	9%
4000900 · Transfers In				
4000925 · Transfer In - 4B-EDC	0	2,500	(2,500)	0%
4000930 · Transfer In From W&S Fund	0	116,301	(116,301)	0%
4000940 · Transfer in MDD Fund	0	500	(500)	0%
Total 4000900 · Transfers In	0	119,301	(119,301)	0%
Total Income	65,111	2,324,531	(2,259,420)	3%
Gross Profit	65,111	2,324,531	(2,259,420)	3%
Expense				
10 · Administration				
5101100 · Salaries & Wages				
5101110 · City Administrator	6,486	63,225	(56,739)	10%
5101115 · City Secretary	3,473	36,375	(32,902)	10%
5101117 · City Accountant	3,846	37,500	(33,654)	10%
5101120 · Part Time- Admin. Support	300	7,700	(7,400)	4%
Total 5101100 · Salaries & Wages	14,105	144,800	(130,695)	10%
5102100 · Employee Benefits				
5102110 · Group Insurance	1,255	16,350	(15,095)	8%
5102135 · TMRS	714	7,550	(6,836)	9%
5102160 · Worker's Compensation	108	440	(332)	25%
5102170 · Payroll Taxes	228	3,250	(3,022)	7%
5102180 · Unemployment Taxes	0	1,000	(1,000)	0%
5102196 · Indiv. Membership Dues	90	700	(610)	13%
Total 5102100 · Employee Benefits	2,395	29,290	(26,895)	8%
5102200 · Special Services				
5102210 · Tax Assessing & Collecting Fees	0	1,800	(1,800)	0%
5102220 · Tax Appraisal Fee	0	14,000	(14,000)	0%
5102230 · Legal Fees	278	40,000	(39,722)	1%
5102240 · Audit	0	7,155	(7,155)	0%
5102250 · Accounting	0	2,000	(2,000)	0%
5102260 · Engineering Fees	0	1,000	(1,000)	0%
Total 5102200 · Special Services	278	65,955	(65,677)	0%
5102300 · Contractual Services				
5102310 · Consultant Fees	164	30,000	(29,836)	1%
Total 5102300 · Contractual Services	164	30,000	(29,836)	1%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
5102500 · Operating Services				
5102530 · Custodial Service Contract	265	3,600	(3,335)	7%
Total 5102500 · Operating Services	265	3,600	(3,335)	7%
5102600 · Special Expenses				
5102610 · Election - Payroll	0	850	(850)	0%
5102620 · Election - Supplies	0	2,725	(2,725)	0%
5102630 · Election Meeting Expense	0	100	(100)	0%
5102650 · Codification Book Update	0	2,000	(2,000)	0%
Total 5102600 · Special Expenses	0	5,675	(5,675)	0%
5103100 · General Supplies				
5103110 · Office Supplies	543	6,000	(5,457)	9%
5103140 · Uniforms	0	300	(300)	0%
Total 5103100 · General Supplies	543	6,300	(5,757)	9%
5103400 · Maintenance Supplies / Parts				
5103410 · Supplies - Custodial	0	1,916	(1,916)	0%
5103440 · Maintenance Agreement Expense	100	900	(800)	11%
5103460 · Miscellaneous	0	200	(200)	0%
Total 5103400 · Maintenance Supplies / Parts	100	3,016	(2,916)	3%
5104200 · Travel Expenses				
5104210 · Travel - Local	0	500	(500)	0%
5104220 · Professional Development	263	5,000	(4,737)	5%
5104222 · Professional Develop - Council	260	1,500	(1,240)	17%
5104225 · City Council Meal Expense	8	800	(792)	1%
5104230 · Professional Develop - In-House	0	100	(100)	0%
Total 5104200 · Travel Expenses	531	7,900	(7,369)	7%
5105200 · Data Processing Expenses				
5105230 · Data Proc-Maintenance & Repair	208	4,500	(4,292)	5%
5105240 · Data Processing - Software	2,822	10,000	(7,178)	28%
Total 5105200 · Data Processing Expenses	3,030	14,500	(11,470)	21%
5105300 · Printing Expense				
5105310 · Copier Expense	255	4,800	(4,545)	5%
5105320 · Printing - Newsletters	0	4,800	(4,800)	0%
5105330 · Printing - Forms	186	2,000	(1,814)	9%
5105350 · Printing - Other	0	500	(500)	0%
Total 5105300 · Printing Expense	441	12,100	(11,659)	4%
5105400 · Utilities				
5105410 · Telephone	208	1,200	(992)	17%
5105415 · Cellular Phone	82	1,100	(1,018)	7%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
5105417 · Internet	128	775	(647)	17%
5105450 · Electricity	279	6,500	(6,221)	4%
Total 5105400 · Utilities	697	9,575	(8,878)	7%
5105500 · Repairs & Bldg Improvements				
5105520 · Repairs - Buildings	860	7,000	(6,140)	12%
5105540 · Repairs - Machinery & Equipment	208	1,000	(792)	21%
5105590 · Repairs - Other	0	500	(500)	0%
Total 5105500 · Repairs & Bldg Improvements	1,068	8,500	(7,432)	13%
5105600 · Insurance				
5105610 · Insurance - Property	281	1,250	(969)	22%
5105620 · Insurance - Liability	346	1,385	(1,039)	25%
5105630 · Insurance - Fidelity Bond	0	500	(500)	0%
5105635 · Public Officials Surety Bonds	0	900	(900)	0%
Total 5105600 · Insurance	627	4,035	(3,408)	16%
5105700 · Other Expenses				
5105705 · Postage	0	6,000	(6,000)	0%
5105710 · Cash - Over/Short	0	10	(10)	0%
5105725 · Records Management Expense	100	1,000	(900)	10%
5105730 · City - Memberships	300	2,100	(1,800)	14%
5105740 · Legal Notices/Advertisement	72	6,000	(5,928)	1%
5105752 · Employment Screening	65	300	(235)	22%
5105760 · Bank Service Charge	0	25	(25)	0%
5105764 · Filing Fees	248	250	(2)	99%
5105765 · Miscellaneous	0	2,000	(2,000)	0%
Total 5105700 · Other Expenses	785	17,685	(16,900)	4%
5106400 · Minor Capital Outlay				
5106440 · Machinery & Equipment	1,615	2,500	(885)	65%
5106465 · Furniture	0	1,375	(1,375)	0%
5106470 · Audio & Visual Equipment	0	2,000	(2,000)	0%
Total 5106400 · Minor Capital Outlay	1,615	5,875	(4,260)	27%
5109000 · Reserves				
5109001 · Reserve for Contingency	0	44,644	(44,644)	0%
Total 5109000 · Reserves	0	44,644	(44,644)	0%
Total 10 · Administration	26,644	413,450	(386,806)	6%
20 · Police				
5201100 · Salaries & Wages				
5201120 · Police Chief	4,684	59,995	(55,311)	8%
5201143 · Command Staff	3,665	46,950	(43,285)	8%
5201150 · Certification Pay	185	2,400	(2,215)	8%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
5201180 · Merit Raises - Staff	0	3,208	(3,208)	0%
Total 5201100 · Salaries & Wages	8,534	112,553	(104,019)	8%
5201400 · Support Salaries				
5201405 · Support Staff	1,642	21,029	(19,387)	8%
5201410 · Patrol	16,393	236,392	(219,999)	7%
5201415 · Certification Pay	162	5,100	(4,938)	3%
5201480 · Merit Raises	0	7,092	(7,092)	0%
5201490 · Overtime	558	6,600	(6,042)	8%
Total 5201400 · Support Salaries	18,755	276,213	(257,458)	7%
5202100 · Employee Benefits				
5202110 · Group Insurance	3,415	54,360	(50,945)	6%
5202135 · TMRS	1,411	21,405	(19,994)	7%
5202160 · Worker's Compensation	2,139	8,550	(6,411)	25%
5202170 · Payroll Taxes	406	5,445	(5,039)	7%
5202196 · Membership Dues	30	315	(285)	10%
Total 5202100 · Employee Benefits	7,401	90,075	(82,674)	8%
5202300 · Contractual Services				
5202355 · Contract Labor - Individual	0	500	(500)	0%
5202356 · Gingerbread House	1,000	1,000	0	100%
5202380 · Dispatch	6,198	13,135	(6,937)	47%
5202385 · Jail Expense	1,000	2,000	(1,000)	50%
Total 5202300 · Contractual Services	8,198	16,635	(8,437)	49%
5202500 · Operating Services				
5202540 · Computer Maintenance	0	500	(500)	0%
5202560 · Internet Subscriptions	0	1,450	(1,450)	0%
Total 5202500 · Operating Services	0	1,950	(1,950)	0%
5202600 · Special Expenses				
5202675 · National Night Out	306	500	(194)	61%
Total 5202600 · Special Expenses	306	500	(194)	61%
5203100 · General Supplies				
5203110 · Office Supplies	238	1,500	(1,262)	16%
5203140 · Uniforms	386	1,400	(1,014)	28%
5203170 · Evidence Gathering	0	300	(300)	0%
Total 5203100 · General Supplies	624	3,200	(2,576)	20%
5203400 · Maintenance Supplies & Parts				
5203410 · Supplies - Custodial	0	600	(600)	0%
Total 5203400 · Maintenance Supplies & Parts	0	600	(600)	0%
5204200 · Travel Expenses				

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
5204210 · Travel - Local	0	300	(300)	0%
5204220 · Professional Development	0	2,000	(2,000)	0%
5204270 · Vehicle Expenses	372	24,000	(23,628)	2%
Total 5204200 · Travel Expenses	372	26,300	(25,928)	1%
5205200 · Data Processing Expenses				
5205220 · Data Proc - Equipment Rental	0	400	(400)	0%
5205240 · Data Processing - Software	18,326	17,500	826	105%
Total 5205200 · Data Processing Expenses	18,326	17,900	426	102%
5205300 · Printing Expenses				
5205310 · Copier Expense	110	1,500	(1,390)	7%
5205330 · Printing - Forms	0	600	(600)	0%
5205350 · Printing - Other	12	600	(588)	2%
Total 5205300 · Printing Expenses	122	2,700	(2,578)	5%
5205400 · Utilities				
5205410 · Telephone	224	1,300	(1,076)	17%
5205415 · Cellular Phone	106	1,550	(1,444)	7%
5205417 · Internet - PD	198	950	(752)	21%
5205420 · Wireless Cards	190	2,350	(2,160)	8%
5205450 · Electricity	0	4,000	(4,000)	0%
Total 5205400 · Utilities	718	10,150	(9,432)	7%
5205500 · Repairs & Building Improvements				
5205520 · Repairs - Building	0	300	(300)	0%
5205540 · Repairs- Machinery & Equipment	0	700	(700)	0%
5205550 · Repairs - Vehicles	40	7,500	(7,460)	1%
Total 5205500 · Repairs & Building Improvements	40	8,500	(8,460)	0%
5205600 · Insurance				
5205610 · Insurance - Property	400	1,600	(1,200)	25%
5205620 · Insurance - Liability	1,286	5,200	(3,914)	25%
5205640 · Insurance - Vehicle	555	2,600	(2,045)	21%
Total 5205600 · Insurance	2,241	9,400	(7,159)	24%
5205700 · Other Expenses				
5205752 · Employment Screeing	0	600	(600)	0%
5205742 · Public Relations	0	100	(100)	0%
5205765 · Miscellaneous	0	1,800	(1,800)	0%
Total 5205700 · Other Expenses	0	2,500	(2,500)	0%
5206400 · Minor Capital Outlay				
5206440 · Machinery & Equipment	0	1,150	(1,150)	0%
5206445 · Personal Protective Equipment	0	2,000	(2,000)	0%
Total 5206400 · Minor Capital Outlay	0	3,150	(3,150)	0%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Total 20 · Police	65,637	582,326	(516,689)	11%
25 · Municipal Court				
5251100 · Salaries & Wages				
5251140 · Municipal Judge	440	6,000	(5,560)	7%
Total 5251100 · Salaries & Wages	440	6,000	(5,560)	7%
5251400 · Support Staff				
5251405 · Support Staff	2,182	27,975	(25,793)	8%
5251420 · Jury Fees	0	200	(200)	0%
5251425 · City Prosecutor	440	8,500	(8,060)	5%
5251480 · Merit Raises	0	850	(850)	0%
5251490 · Overtime	0	1,000	(1,000)	0%
Total 5251400 · Support Staff	2,622	38,525	(35,903)	7%
5252100 · Employee Benefits				
5252110 · Group Insurance	453	5,440	(4,987)	8%
5252135 · TMRS	113	1,600	(1,487)	7%
5252160 · Worker's Compensation	27	110	(83)	25%
5252170 · Payroll Taxes	32	425	(393)	8%
5252196 · Membership Dues	0	80	(80)	0%
Total 5252100 · Employee Benefits	625	7,655	(7,030)	8%
5252300 · Contractual Services				
5252375 · Traffic Fines	8,350	38,000	(29,650)	22%
Total 5252300 · Contractual Services	8,350	38,000	(29,650)	22%
5252500 · Operating Services				
5252540 · Computer Maintenance	0	150	(150)	0%
Total 5252500 · Operating Services	0	150	(150)	0%
5253100 · General Supplies				
5253110 · Office Supplies	17	75	(58)	23%
5253140 · Uniforms	0	75	(75)	0%
Total 5253100 · General Supplies	17	150	(133)	11%
5254200 · Travel Expenses				
5254210 · Travel - Local	0	25	(25)	0%
5254220 · Professional Development	0	100	(100)	0%
Total 5254200 · Travel Expenses	0	125	(125)	0%
5255200 · Data Processing Expenses				
5255240 · Data Processing - SW Maint.	1,687	1,735	(48)	97%
Total 5255200 · Data Processing Expenses	1,687	1,735	(48)	97%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
5255300 · Printing Expense				
5255350 · Printing - Other	0	150	(150)	0%
Total 5255300 · Printing Expense	0	150	(150)	0%
5255600 · Insurance				
5255620 · Insurance - Liability	43	250	(207)	17%
5255630 · Insurance - Fidelity Bond	0	50	(50)	0%
Total 5255600 · Insurance	43	300	(257)	14%
5255700 · Other Expenses				
5255752 · Employment Screening	0	35	(35)	0%
5255765 · Miscellaneous	0	75	(75)	0%
Total 5255700 · Other Expenses	0	110	(110)	0%
Total 25 · Municipal Court	13,784	92,900	(79,116)	15%
30 · Fire				
5301100 · Salaries & Wages				
5301130 · Asst. Fire Chief	3,000	39,000	(36,000)	8%
5301140 · Fire Captains	5,901	93,600	(87,699)	6%
5301180 · Merit Raises - Staff	0	2,000	(2,000)	0%
Total 5301100 · Salaries & Wages	8,901	134,600	(125,699)	7%
5301400 · Support Salaries				
5301440 · Firefighters	14,219	196,200	(181,981)	7%
5301480 · Merit Raises	0	5,800	(5,800)	0%
5301485 · Volunteer Incentive Program	990	13,000	(12,010)	8%
Total 5301400 · Support Salaries	15,209	215,000	(199,791)	7%
5302100 · Employee Benefits				
5302135 · TMRS	155	2,300	(2,145)	7%
5302137 · Volunteer Retirement	0	2,500	(2,500)	0%
5302160 · Worker's Compensation	2,959	12,500	(9,541)	24%
5302170 · Payroll Taxes	1,583	23,500	(21,917)	7%
5302196 · Membership Dues	85	2,000	(1,915)	4%
Total 5302100 · Employee Benefits	4,782	42,800	(38,018)	11%
5302300 · Contractual Services				
5302310 · Consultant Fees	0	1,600	(1,600)	0%
5302380 · Dispatch	6,198	12,500	(6,302)	50%
5302385 · Emergency Transport Service	15,343	61,400	(46,057)	25%
Total 5302300 · Contractual Services	21,541	75,500	(53,959)	29%
5302500 · Operating Services				
5302510 · Maintenance Agreements	0	10,505	(10,505)	0%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
5302540 · Computer Maintenance	0	2,000	(2,000)	0%
5302570 · Warning System Maintenance	780	780	0	100%
5302580 · Generator Maintenance	0	1,380	(1,380)	0%
Total 5302500 · Operating Services	780	14,665	(13,885)	5%
5302600 · Special Expenses				
5302675 · National Night Out	0	500	(500)	0%
Total 5302600 · Special Expenses	0	500	(500)	0%
5303100 · General Supplies				
5303110 · Office Supplies	0	1,400	(1,400)	0%
5303140 · Uniforms	1,007	4,000	(2,993)	25%
5303160 · Medical Supplies	632	5,000	(4,368)	13%
5303165 · Medical Support	0	500	(500)	0%
5303170 · Evidence Gathering	0	50	(50)	0%
5303175 · Education Aids	0	50	(50)	0%
Total 5303100 · General Supplies	1,639	11,000	(9,361)	15%
5303400 · Maintenance Supplies & Parts				
5303410 · Supplies - Custodial	0	2,400	(2,400)	0%
5303420 · Building Alarm Maintenance	0	420	(420)	0%
Total 5303400 · Maintenance Supplies & Parts	0	2,820	(2,820)	0%
5304200 · Travel Expenses				
5304220 · Professional Development	0	1,000	(1,000)	0%
5304270 · Vehicle Expenses	521	10,000	(9,479)	5%
Total 5304200 · Travel Expenses	521	11,000	(10,479)	5%
5305200 · Data Processing Expenses				
5305230 · Data Proc-Maintenance & Repair	94	500	(406)	19%
5305240 · Data Processing - Software	1,783	2,850	(1,067)	63%
Total 5305200 · Data Processing Expenses	1,877	3,350	(1,473)	56%
5305300 · Printing Expense				
5305310 · Copier Expense	213	3,100	(2,887)	7%
5305330 · Printing - Forms	0	100	(100)	0%
Total 5305300 · Printing Expense	213	3,200	(2,987)	7%
5305400 · Utilities				
5305410 · Telephone	326	2,100	(1,774)	16%
5305415 · Cellular Phone	22	1,200	(1,178)	2%
5305417 · Internet - Fire Dept.	477	3,600	(3,123)	13%
5305430 · Natural Gas	26	1,200	(1,174)	2%
5305450 · Electricity	0	8,000	(8,000)	0%
Total 5305400 · Utilities	851	16,100	(15,249)	5%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
5305500 · Repairs & Bldg Improvements				
5305520 · Repairs - Building	72	4,500	(4,428)	2%
5305540 · Repairs - Machinery & Equipment	668	19,000	(18,332)	4%
5305545 · Repairs - Apparatus	1,175	12,000	(10,825)	10%
5305550 · Repairs - Vehicles	0	3,500	(3,500)	0%
Total 5305500 · Repairs & Bldg Improvements	1,915	39,000	(37,085)	5%
5305600 · Insurance				
5305610 · Insurance - Property	0	60	(60)	0%
5305620 · Insurance - Liability	595	6,500	(5,905)	9%
5305640 · Insurance - Vehicle	2,442	10,000	(7,558)	24%
Total 5305600 · Insurance	3,037	16,560	(13,523)	18%
5305700 · Other Expenses				
5305705 · Postage	0	200	(200)	0%
5305752 · Employment Screening	50	700	(650)	7%
5305770 · Matching Fire Grant Expense	0	50	(50)	0%
Total 5305700 · Other Expenses	50	950	(900)	5%
5306400 · Minor Capital Outlay				
5306440 · Machinery & Equipment	0	10,800	(10,800)	0%
5306445 · Personal Protective Equipment	1,633	20,500	(18,867)	8%
Total 5306400 · Minor Capital Outlay	1,633	31,300	(29,667)	5%
Total 30 · Fire	62,949	618,345	(555,396)	10%
40 · Community Services				
5401100 · Salaries & Wages				
5401135 · ACO/Code Enforcement Officer	2,659	34,200	(31,541)	8%
5401180 · Merit Raises - Staff	0	1,025	(1,025)	0%
5401190 · Overtime	0	150	(150)	0%
Total 5401100 · Salaries & Wages	2,659	35,375	(32,716)	8%
5402100 · Employee Benefits				
5402110 · Group Insurance	350	5,440	(5,090)	6%
5402135 · TMRS	139	2,000	(1,861)	7%
5402160 · Worker's Compensation	55	275	(220)	20%
5402170 · Payroll Taxes	44	550	(506)	8%
5402190 · License	0	200	(200)	0%
Total 5402100 · Employee Benefits	588	8,465	(7,877)	7%
5402300 · Contractual Services				
5402315 · Contract Building Inspections	1,987	10,000	(8,013)	20%
5402325 · Fire Inspections	0	600	(600)	0%
5402370 · Impound Fees	184	2,000	(1,816)	9%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Total 5402300 · Contractual Services	2,171	12,600	(10,429)	17%
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	0	100	(100)	0%
Total 5402600 · Special Expenses	0	100	(100)	0%
5403100 · General Supplies				
5403110 · Office Supplies	0	125	(125)	0%
5403120 · Animal Care	0	150	(150)	0%
5403122 · Pet Supplies	0	200	(200)	0%
5403140 · Uniforms	0	350	(350)	0%
Total 5403100 · General Supplies	0	825	(825)	0%
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	0	200	(200)	0%
5404270 · Vehicle Expenses	0	1,800	(1,800)	0%
Total 5404200 · Travel Expenses	0	2,025	(2,025)	0%
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	0	150	(150)	0%
Total 5405300 · Printing Expense	0	150	(150)	0%
5405400 · Utilities				
5405415 · Cellular Phone	41	700	(659)	6%
Total 5405400 · Utilities	41	700	(659)	6%
5405600 · Insurance				
5405610 · Insurance - Property	2	8	(6)	25%
5405620 · Insurance - Liability	51	205	(154)	25%
5405640 · Insurance - Vehicle	131	525	(394)	25%
Total 5405600 · Insurance	184	738	(554)	25%
5405700 · Other Expenses				

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
5405765 · Miscellaneous	0	100	(100)	0%
Total 5405700 · Other Expenses	0	100	(100)	0%
5406400 · Minor Capital Outlay				
5406440 · Machinery & Equipment	0	826	(826)	0%
Total 5406400 · Minor Capital Outlay	0	826	(826)	0%
Total 40 · Community Services	5,643	62,204	(56,561)	9%
45 · Solid Waste				
5455400 · Utilities				
5455465 · Solidwaste Pickup (Garbage)	16,496	198,000	(181,504)	8%
Total 5455400 · Utilities	16,496	198,000	(181,504)	8%
Total 45 · Solid Waste	16,496	198,000	(181,504)	8%
50 · Streets				
5501400 · Support Staff				
5501415 · Maintenance Crew	738	22,500	(21,762)	3%
5501480 · Merit Raises	0	700	(700)	0%
5501490 · Overtime	0	1,500	(1,500)	0%
5501500 · Streets - On Call	0	750	(750)	0%
Total 5501400 · Support Staff	738	25,450	(24,712)	3%
5502100 · Employee Benefits				
5502110 · Group Insurance	0	5,440	(5,440)	0%
5502135 · TMRS	38	1,350	(1,312)	3%
5502160 · Worker's Compensation	436	1,745	(1,309)	25%
5502170 · Payroll Taxes	11	375	(364)	3%
5502190 · License	0	122	(122)	0%
Total 5502100 · Employee Benefits	485	9,032	(8,547)	5%
5502200 · Special Services				
5502280 · NCTCOG- SWMP Fees	2,325	6,250	(3,925)	37%
Total 5502200 · Special Services	2,325	6,250	(3,925)	37%
5502600 · Special Expenses				
5502620 · Emergency Clean Up	0	2,500	(2,500)	0%
Total 5502600 · Special Expenses	0	2,500	(2,500)	0%
5503100 · General Supplies				
5503110 · Office Supplies	0	100	(100)	0%
5503140 · Uniforms	0	400	(400)	0%
Total 5503100 · General Supplies	0	500	(500)	0%
5503400 · Maintenance Supplies & Parts				

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
5503405 · Drainage Maintenance	0	500	(500)	0%
5503420 · Supplies - Street Signs	0	2,000	(2,000)	0%
5503460 · Miscellaneous	0	214	(214)	0%
Total 5503400 · Maintenance Supplies & Parts	0	2,714	(2,714)	0%
5504200 · Travel Expenses				
5504220 · Professional Development	0	500	(500)	0%
5504270 · Vehicle Expenses	0	6,000	(6,000)	0%
Total 5504200 · Travel Expenses	0	6,500	(6,500)	0%
5505300 · Printing Expense				
5505350 · Printing - Other	0	300	(300)	0%
Total 5505300 · Printing Expense	0	300	(300)	0%
5505400 · Utilities				
5505450 · Electricity	0	45,500	(45,500)	0%
Total 5505400 · Utilities	0	45,500	(45,500)	0%
5505500 · Repairs & Bldg Improvements				
5405520 · Repairs - Building	0	1,000	(1,000)	0%
5505540 · Repairs - Machinery & Equipment	0	3,000	(3,000)	0%
5505550 · Repairs - Vehicles	992	2,500	(1,508)	40%
5505560 · Repairs -Street Maint.& Repairs	960	50,000	(49,040)	2%
5505565 · Repairs - Infrastruct Drainage	501	5,000	(4,499)	10%
5505590 · Repairs - Other	105	1,500	(1,395)	7%
Total 5505500 · Repairs & Bldg Improvements	2,558	63,000	(60,442)	4%
5505600 · Insurance				
5505610 · Insurance - Property	40	100	(60)	40%
5505620 · Insurance - Liability	245	1,000	(755)	25%
5505640 · Insurance - Vehicle	795	3,400	(2,605)	23%
Total 5505600 · Insurance	1,080	4,500	(3,420)	24%
5505700 · Other Expenses				
5505752 · Employment Screening	90	100	(10)	90%
Total 5505700 · Other Expenses	90	100	(10)	90%
5506400 · Minor Capital Outlay				
5506440 · Machinery & Equipment	0	8,100	(8,100)	0%
5506445 · Personal Protective Equipment	0	300	(300)	0%
5506490 · Other	0	500	(500)	0%
Total 5506400 · Minor Capital Outlay	0	8,900	(8,900)	0%
5507400 · Capitalized Assets				
5507440 · Machinery & Equipment	0	8,000	(8,000)	0%
5507460 · Infrastructure	0	148,000	(148,000)	0%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Total 5507400 · Capitalized Assets	0	156,000	(156,000)	0%
Total 50 · Streets	7,276	331,246	(323,970)	2%
60 · Parks				
5602400 · Rentals				
5602490 · Rental - Other	0	2,900	(2,900)	0%
Total 5602400 · Rentals	0	2,900	(2,900)	0%
5602600 · Special Expenses				
5602680 · Heritage Day	0	8,000	(8,000)	0%
Total 5602600 · Special Expenses	0	8,000	(8,000)	0%
5603400 · Maintenance Supplies & Parts				
5603460 · Miscellaneous	0	250	(250)	0%
Total 5603400 · Maintenance Supplies & Parts	0	250	(250)	0%
5605400 · Utilities				
5605450 · Electricity	108	9,000	(8,892)	1%
Total 5605400 · Utilities	108	9,000	(8,892)	1%
5605500 · Repairs & Bldg Improvements				
5605530 · REPAIRS-IMP OTHER THAN BLDGS	45	1,500	(1,455)	3%
Total 5605500 · Repairs & Bldg Improvements	45	1,500	(1,455)	3%
5605600 · Insurance				
5605610 · Insurance - Property	0	160	(160)	0%
5605620 · Insurance - Liability	12	50	(38)	24%
Total 5605600 · Insurance	12	210	(198)	6%
5605700 · Other Expenses				
5605765 · Miscellaneous	66	200	(134)	33%
Total 5605700 · Other Expenses	66	200	(134)	33%
5606400 · Minor Capital Outlay				
5606410 · Land Improvements	0	500	(500)	0%
5606440 · Machinery & Equipment	0	500	(500)	0%
Total 5606400 · Minor Capital Outlay	0	1,000	(1,000)	0%
5607400 · Capitalized Assets				
5607440 · Machinery & Equipment	0	3,000	(3,000)	0%
Total 5607400 · Capitalized Assets	0	3,000	(3,000)	0%
Total 60 · Parks	231	26,060	(25,829)	1%
Total Expense	198,660	2,324,531	(2,125,871)	9%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Net Income	(133,549)	0	(133,549)	100%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Income				
4000400 · Charges for Services				
4000460 · Water Sales	119,769.88	1,100,000.00	-980,230.12	10.89%
4000461 · Sewer Service	13,077.05	150,000.00	-136,922.95	8.72%
4000465 · Water & Sewer Penalties	2,084.54	19,000.00	-16,915.46	10.97%
4000471 · Reconnect Fees	661.07	5,000.00	-4,338.93	13.22%
4000473 · Connect Fees	275.00	2,000.00	-1,725.00	13.75%
4000478 · Infrastructure Improvement Fee	4,910.12	55,000.00	-50,089.88	8.93%
Total 4000400 · Charges for Services	140,777.66	1,331,000.00	-1,190,222.34	10.58%
4000800 · Other Revenue				
4000840 · Interest Earned	208.81	2,500.00	-2,291.19	8.35%
4000890 · Misc Other Revenue	1,250.00	5,000.00	-3,750.00	25.0%
Total 4000800 · Other Revenue	1,458.81	7,500.00	-6,041.19	19.45%
Total Income	142,236.47	1,338,500.00	-1,196,263.53	10.63%
Gross Profit	142,236.47	1,338,500.00	-1,196,263.53	10.63%
Expense				
70 · Administration				
5701100 · Salaries & Wages				
5701120 · Part Time Admin. Support	0.00	2,550.00	-2,550.00	0.0%
5701110 · City Administrator	0.00	21,220.00	-21,220.00	0.0%
5701115 · City Secretary	0.00	12,225.00	-12,225.00	0.0%
5701117 · Finance Accountant	0.00	12,500.00	-12,500.00	0.0%
5701130 · Public Works Director	3,596.03	46,150.00	-42,553.97	7.79%
5701180 · Merit Raises, Staff	0.00	2,100.00	-2,100.00	0.0%
Total 5701100 · Salaries & Wages	3,596.03	96,745.00	-93,148.97	3.72%
5702100 · Employee Benefits				
5702110 · Group Insurance	452.56	5,440.00	-4,987.44	8.32%
5702135 · TMRS	187.10	2,700.00	-2,512.90	6.93%
5702170 · Payroll Taxes	52.47	800.00	-747.53	6.56%
Total 5702100 · Employee Benefits	692.13	8,940.00	-8,247.87	7.74%
5702200 · Special Services				
5702230 · Legal Fees	0.00	1,382.00	-1,382.00	0.0%
5702240 · Audit	0.00	5,600.00	-5,600.00	0.0%
5702250 · Accounting	0.00	1,500.00	-1,500.00	0.0%
Total 5702200 · Special Services	0.00	8,482.00	-8,482.00	0.0%
5702300 · Contractual Services /Personnel				
5702310 · Consultant Fees	0.00	5,000.00	-5,000.00	0.0%
Total 5702300 · Contractual Services /Personnel	0.00	5,000.00	-5,000.00	0.0%
5703100 · General Supplies				
5703110 · Office Supplies	0.00	800.00	-800.00	0.0%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Total 5703100 · General Supplies	0.00	800.00	-800.00	0.0%
5703400 · Maintenance Supplies / Parts				
5703410 · Supplies - Custodial	0.00	200.00	-200.00	0.0%
Total 5703400 · Maintenance Supplies / Parts	0.00	200.00	-200.00	0.0%
5704200 · Travel Expenses				
5704210 · Travel - Local	0.00	200.00	-200.00	0.0%
5704220 · Professional Development	0.00	750.00	-750.00	0.0%
Total 5704200 · Travel Expenses	0.00	950.00	-950.00	0.0%
5705200 · Data Processing Expenses				
5705240 · Data Processing - Software	0.00	1,000.00	-1,000.00	0.0%
Total 5705200 · Data Processing Expenses	0.00	1,000.00	-1,000.00	0.0%
5705300 · Printing Expense				
5705350 · Printing - Other	0.00	250.00	-250.00	0.0%
Total 5705300 · Printing Expense	0.00	250.00	-250.00	0.0%
5705400 · Utilities				
5705410 · Telephone	207.62	1,300.00	-1,092.38	15.97%
5705415 · Cellular Phone	37.17	1,100.00	-1,062.83	3.38%
5705417 · Internet	127.76	800.00	-672.24	15.97%
Total 5705400 · Utilities	372.55	3,200.00	-2,827.45	11.64%
5705700 · Other Expenses				
5705705 · Postage	400.32	6,000.00	-5,599.68	6.67%
5705740 · Advertising	0.00	500.00	-500.00	0.0%
5705760 · Bank Service Charge	12.00	250.00	-238.00	4.8%
5705765 · Miscellaneous	0.00	100.00	-100.00	0.0%
5705775 · Credit Card Transaction Fee	313.88	3,400.00	-3,086.12	9.23%
Total 5705700 · Other Expenses	726.20	10,250.00	-9,523.80	7.09%
5706400 · Minor Capital Outlay				
5706440 · Machinery & Equipment	0.00	500.00	-500.00	0.0%
Total 5706400 · Minor Capital Outlay	0.00	500.00	-500.00	0.0%
5709000 · Reserve				
5708215 · Transfer Out - General Fund	0.00	116,301.00	-116,301.00	0.0%
5709002 · Capital Improv. Water Reserve	0.00	84,000.00	-84,000.00	0.0%
5709003 · Capital Improv. Sewer Reserve	0.00	18,659.00	-18,659.00	0.0%
5709010 · Administrative Reserves	0.00	10,000.00	-10,000.00	0.0%
Total 5709000 · Reserve	0.00	228,960.00	-228,960.00	0.0%
Total 70 · Administration	5,386.91	365,277.00	-359,890.09	1.48%
75 · Water				
5751100 · Salaries & Wages				

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
5751133 · Superintendent	3,307.54	44,000.00	-40,692.46	7.52%
5751180 · Merit Raises - Staff	0.00	1,350.00	-1,350.00	0.0%
Total 5751100 · Salaries & Wages	3,307.54	45,350.00	-42,042.46	7.29%
5751400 · Support Salaries				
5751405 · Support Staff	2,760.80	27,000.00	-24,239.20	10.23%
5751415 · Maintenance Crew	3,806.40	49,000.00	-45,193.60	7.77%
5751430 · Seasonal Crew	0.00	2,000.00	-2,000.00	0.0%
5751450 · Certification Pay	34.62	1,200.00	-1,165.38	2.89%
5751480 · Merit Raises	0.00	2,250.00	-2,250.00	0.0%
5751490 · Overtime	77.85	4,000.00	-3,922.15	1.95%
5751500 · Water - On Call	0.00	1,000.00	-1,000.00	0.0%
Total 5751400 · Support Salaries	6,679.67	86,450.00	-79,770.33	7.73%
5752100 · Employee Benefits				
5752110 · Group Insurance	1,502.56	22,000.00	-20,497.44	6.83%
5752135 · TMRS	515.75	7,000.00	-6,484.25	7.37%
5752160 · Worker's Compensation	696.00	2,800.00	-2,104.00	24.86%
5752170 · Payroll Taxes	159.88	2,000.00	-1,840.12	7.99%
5752190 · Licenses	0.00	222.00	-222.00	0.0%
Total 5752100 · Employee Benefits	2,874.19	34,022.00	-31,147.81	8.45%
5752300 · Contractual Services/Personnel				
5752350 · Contract Labor - Company	0.00	1,500.00	-1,500.00	0.0%
5752380 · Dispatch	4,355.00	9,230.00	-4,875.00	47.18%
Total 5752300 · Contractual Services/Personnel	4,355.00	10,730.00	-6,375.00	40.59%
5752400 · Rentals				
5752420 · Rental - Machinery & Equipment	0.00	500.00	-500.00	0.0%
5752490 · Rental - Other	0.00	200.00	-200.00	0.0%
Total 5752400 · Rentals	0.00	700.00	-700.00	0.0%
5752500 · Operating Services				
5752580 · Water Testing	683.00	4,000.00	-3,317.00	17.08%
5752590 · TCEQ Fees	0.00	3,000.00	-3,000.00	0.0%
Total 5752500 · Operating Services	683.00	7,000.00	-6,317.00	9.76%
5753100 · General Supplies				
5753140 · Uniforms	0.00	1,500.00	-1,500.00	0.0%
Total 5753100 · General Supplies	0.00	1,500.00	-1,500.00	0.0%
5753400 · Maintenance Supplies & Parts				
5753460 · Miscellaneous	21.03	250.00	-228.97	8.41%
Total 5753400 · Maintenance Supplies & Parts	21.03	250.00	-228.97	8.41%
5754200 · Travel Expenses				
5754220 · Professional Development	0.00	1,000.00	-1,000.00	0.0%
5754270 · Vehicle Expenses	77.00	9,000.00	-8,923.00	0.86%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Total 5754200 · Travel Expenses	77.00	10,000.00	-9,923.00	0.77%
5755200 · Data Processing Expenses				
5755230 · Data Proc-Maintenance & Repairs	0.00	4,500.00	-4,500.00	0.0%
5755240 · Data Processing - Software	0.00	500.00	-500.00	0.0%
5755250 · Data Proc - Computer Repair	0.00	500.00	-500.00	0.0%
Total 5755200 · Data Processing Expenses	0.00	5,500.00	-5,500.00	0.0%
5755300 · Printing Expenses				
5755310 · Copier Expense	0.00	2,700.00	-2,700.00	0.0%
5755350 · Printing - Other	0.00	1,500.00	-1,500.00	0.0%
Total 5755300 · Printing Expenses	0.00	4,200.00	-4,200.00	0.0%
5755400 · Utilities				
5755415 · Cellular Phone	113.25	900.00	-786.75	12.58%
5755450 · Electricity	135.10	28,370.00	-28,234.90	0.48%
5755460 · Water, wholesale	0.00	375,000.00	-375,000.00	0.0%
Total 5755400 · Utilities	248.35	404,270.00	-404,021.65	0.06%
5755500 · Repairs & Building Improvements				
5755540 · Repairs- Machinery & Equipment	384.60	8,000.00	-7,615.40	4.81%
5755550 · Repairs - Vehicles	0.00	2,000.00	-2,000.00	0.0%
5755570 · Inventory Expense	889.03	18,705.00	-17,815.97	4.75%
5755590 · Repairs - Other	0.00	4,601.00	-4,601.00	0.0%
Total 5755500 · Repairs & Building Improvements	1,273.63	33,306.00	-32,032.37	3.82%
5755600 · Insurance				
5755610 · Insurance - Property	648.00	2,600.00	-1,952.00	24.92%
5755620 · Insurance - Liability	431.50	1,750.00	-1,318.50	24.66%
5755640 · Insurance - Vehicle	458.75	2,000.00	-1,541.25	22.94%
Total 5755600 · Insurance	1,538.25	6,350.00	-4,811.75	24.22%
5755700 · Other Expenses				
5755752 · Employment Screening	0.00	300.00	-300.00	0.0%
Total 5755700 · Other Expenses	0.00	300.00	-300.00	0.0%
5756400 · Minor Capital Outlay				
5756440 · Machinery & Equipment	0.00	1,000.00	-1,000.00	0.0%
5756490 · Other	0.00	500.00	-500.00	0.0%
Total 5756400 · Minor Capital Outlay	0.00	1,500.00	-1,500.00	0.0%
5757400 · Capitalized Assets				
5757470 · Infrastructure - Water	0.00	6,000.00	-6,000.00	0.0%
Total 5757400 · Capitalized Assets	0.00	6,000.00	-6,000.00	0.0%
5757900 · Long-Term Debt				
5758225 · Transfer out to Debt Fund	0.00	162,610.00	-162,610.00	0.0%
Total 5757900 · Long-Term Debt	0.00	162,610.00	-162,610.00	0.0%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Total 75 · Water	21,057.66	820,038.00	-798,980.34	2.57%
80 · Sewer				
5801400 · Support Salaries				
5801405 · Support Staff	0.00	8,800.00	-8,800.00	0.0%
5801415 · Maintenance Crew	3,921.60	52,000.00	-48,078.40	7.54%
5801450 · Certification Pay	46.16	1,200.00	-1,153.84	3.85%
5801480 · Merit Raises	0.00	2,000.00	-2,000.00	0.0%
5801490 · Overtime	62.76	1,800.00	-1,737.24	3.49%
5801500 · Sewer - On Call	100.00	850.00	-750.00	11.77%
Total 5801400 · Support Salaries	4,130.52	66,650.00	-62,519.48	6.2%
5802100 · Employee Benefits				
5802110 · Group Insurance	905.12	10,900.00	-9,994.88	8.3%
5802135 · TMRS	211.75	3,500.00	-3,288.25	6.05%
5802160 · Worker's Compensation-Sewer	669.00	2,700.00	-2,031.00	24.78%
5802170 · Payroll Taxes	59.39	875.00	-815.61	6.79%
5802190 · Licenses	0.00	222.00	-222.00	0.0%
Total 5802100 · Employee Benefits	1,845.26	18,197.00	-16,351.74	10.14%
5802300 · Contractual Services/Personnel				
5802350 · Contract Labor - Company	195.00	4,800.00	-4,605.00	4.06%
Total 5802300 · Contractual Services/Personnel	195.00	4,800.00	-4,605.00	4.06%
5802500 · Operating Services				
5802515 · Sardis Collection Expense	189.47	0.00	189.47	100.0%
5802590 · TCEQ Fees - Sewer	0.00	60.00	-60.00	0.0%
Total 5802500 · Operating Services	189.47	60.00	129.47	315.78%
5803100 · General Supplies				
5803140 · Uniforms	0.00	1,000.00	-1,000.00	0.0%
Total 5803100 · General Supplies	0.00	1,000.00	-1,000.00	0.0%
5803400 · Maintenance Supplies & Parts				
5803460 · Miscellaneous	0.00	343.00	-343.00	0.0%
Total 5803400 · Maintenance Supplies & Parts	0.00	343.00	-343.00	0.0%
5804200 · Travel Expenses				
5804220 · Professional Development	0.00	500.00	-500.00	0.0%
5804270 · Vehicle Expense	0.00	1,600.00	-1,600.00	0.0%
Total 5804200 · Travel Expenses	0.00	2,100.00	-2,100.00	0.0%
5805400 · Utilities				
5805450 · Electricity	0.00	3,300.00	-3,300.00	0.0%
5805463 · TRA Wastewater Treatment	2,262.00	41,000.00	-38,738.00	5.52%
Total 5805400 · Utilities	2,262.00	44,300.00	-42,038.00	5.11%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
5805500 · Repairs & Bldg Improvements				
5805510 · Repairs - Land Improvements	0.00	300.00	-300.00	0.0%
5805540 · Repairs - Machinery & Equipment	0.00	6,000.00	-6,000.00	0.0%
5805570 · Inventory Expense	0.00	750.00	-750.00	0.0%
5805590 · Repairs - Other	303.21	5,000.00	-4,696.79	6.06%
Total 5805500 · Repairs & Bldg Improvements	303.21	12,050.00	-11,746.79	2.52%
5805600 · Insurance				
5805610 · Insurance - Property	13.50	100.00	-86.50	13.5%
5805620 · Insurance - Liability	83.75	335.00	-251.25	25.0%
5805640 · Insurance - Vehicle	9.50	50.00	-40.50	19.0%
Total 5805600 · Insurance	106.75	485.00	-378.25	22.01%
5805700 · Other Expenses				
5805752 · Employment Screening	0.00	200.00	-200.00	0.0%
Total 5805700 · Other Expenses	0.00	200.00	-200.00	0.0%
5807400 · Capitalized Assets				
5807440 · Machinery & Equipment	0.00	3,000.00	-3,000.00	0.0%
Total 5807400 · Capitalized Assets	0.00	3,000.00	-3,000.00	0.0%
Total 80 · Sewer	9,032.21	153,185.00	-144,152.79	5.9%
Total Expense	35,476.78	1,338,500.00	-1,303,023.22	2.65%
Net Income	106,759.69	0.00	106,759.69	100.0%

**Ovilla Debt Service
Profit & Loss Budget vs. Actual
October 2012**

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Income				
4000100 · Taxes				
4000107 · Ad Valorem, Current I & S	200	425,942	(425,742)	0%
4000111 · Ad Valorem, Delinquent I & S	821	7,000	(6,179)	12%
4000114 · Interest/Penalties - I & S	214	4,000	(3,786)	5%
Total 4000100 · Taxes	1,235	436,942	(435,707)	0%
4000800 · Other Revenue				
4000840 · Interest Earned	25	1,000	(975)	3%
4000900 · Reduction of Reserve Fund Bal.	0	36,873	(36,873)	0%
4000930 · Transfer In - Water & Sewer	0	162,610	(162,610)	0%
Total 4000800 · Other Revenue	25	200,483	(200,458)	0%
Total Income	1,260	637,425	(636,165)	0%
Expense				
5157900 · Long-Term Debt				
5157930 · Paying Agent Fees	0	500	(500)	0%
5157935 · 2011 Bond Issue Principle	0	400,000	(400,000)	0%
5157940 · 2011 Bond Issue Interest	0	225,425	(225,425)	0%
Total 5157900 · Long-Term Debt	0	625,925	(625,925)	0%
5159000 · Reserves				
5159015 · Debt Reserves	0	11,500	(11,500)	0%
Total 5159000 · Reserves	0	11,500	(11,500)	0%
Total Expense	0	637,425	(637,425)	0%
Net Income	1,260	0	1,260	100%

**City of Ovilla Capital Projects Fund
Profit & Loss Budget vs. Actual
October 2012**

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Income				
4000800 · Other Revenue				
4000845 · Interest Earned - Texstar	0	2	-2	0%
4000850 · Interest Earned - Prosperity	22	250	-228	9%
Total 4000800 · Other Revenue	22	252	-230	9%
Total Income	22	252	-230	9%
Expense				
5879000 · Reserves				
5879010 · Admin Reserves	0	252	-252	0%
Total 5879000 · Reserves	0	252	-252	0%
Total Expense	0	252	-252	0%
Net Income	22	0	22	100%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Income				
4000400 · Charges for Services				
4000460 · Park Impact	335	1,300	(965)	26%
Total 4000400 · Charges for Services	335	1,300	(965)	26%
4000800 · Other Revenue				
4000840 · Interest Earned	1	15	(14)	7%
4000900 · Reduction of Fund Balance	0	2,185	(2,185)	0%
Total 4000800 · Other Revenue	1	2,200	(2,199)	0%
Total Income	336	3,500	(3,164)	10%
Expense				
5606400 · Minor Capital Outlay				
5606410 · Land Improvements	0	500	(500)	0%
5606440 · Machinery and Equipment	0	3,000	(3,000)	0%
Total 5606400 · Minor Capital Outlay	0	3,500	(3,500)	0%
Total Expense	0	3,500	(3,500)	0%
Net Income	336	0	336	100%

Ovilla W&S Impact Fee Fund
Profit & Loss Budget vs. Actual
October 2012 through September 2013

	Oct '12 - Sep 13	Budget	\$ Over Budget	% of Budget Thru October 9%
Income				
4000400 · Charges for Services				
4000476 · Water Impact Fee	0	1,105	(1,105)	0%
4000477 · Sewer Impact Fee	87	0	87	100%
Total 4000400 · Charges for Services	87	1,105	(1,018)	8%
4000800 · Other Revenue				
4000840 · Interest Earned	12	150	(138)	8%
Total 4000800 · Other Revenue	12	150	(138)	8%
Total Income	99	1,255	(1,156)	8%
Expense				
5859000 · Reserves				
5859020 · Water Impact Fees Reserve	0	1,205	(1,205)	0%
5859030 · Sewer Impact Fees Reserve	0	50	(50)	0%
Total 5859000 · Reserves	0	1,255	(1,255)	0%
Total Expense	0	1,255	(1,255)	0%
Net Income	99	0	99	100%

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

	Oct 11	Budget	\$ Over Budget	% of Budget Thru October 9%
Income				
4000100 · Taxes				
4000120 · Sales tax	5,507	60,000	(54,493)	9%
Total 4000100 · Taxes	5,507	60,000	(54,493)	9%
4000800 · Other Revenue				
4000840 · Interest Income	45	550	(505)	8%
Total 4000800 · Other Revenue	45	550	(505)	8%
Total Income	5,552	60,550	(54,998)	9%
Expense				
8102200 · Special Services				
8102220 · Website Support & Maintenance	0	5,000	(5,000)	0%
8102230 · Legal Fees	0	500	(500)	0%
8102240 · Audit	0	1,360	(1,360)	0%
Total 8102200 · Special Services	0	6,860	(6,860)	0%
8102300 · Consultant Services				
8102310 · Consultant Fees	0	7,500	(7,500)	0%
8102350 · Contract Labor	0	5,000	(5,000)	0%
Total 8102300 · Consultant Services	0	12,500	(12,500)	0%
8103100 · General Supplies				
8103110 · Office Supplies	0	100	(100)	0%
Total 8103100 · General Supplies	0	100	(100)	0%
8104200 · Travel Expense				
8104210 · Travel Expense	0	1,500	(1,500)	0%
8104220 · Professional Development	89	1,500	(1,411)	6%
Total 8104200 · Travel Expense	89	3,000	(2,911)	3%
8105600 · Insurance				
8105620 · Insurance - Liability	0	175	(175)	0%
Total 8105600 · Insurance	0	175	(175)	0%
8105700 · Other Expenses				
8105705 · Postage	0	200	(200)	0%
8105730 · Memberships	0	1,100	(1,100)	0%
8105765 · Miscellaneous	0	1,000	(1,000)	0%
Total 8105700 · Other Expenses	0	2,300	(2,300)	0%
8109000 · Reserves				

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Accrual Basis

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

	Oct 11	Budget	\$ Over Budget	% of Budget Thru October 9%
8109015 · Administrative Reserves	0	33,115	(33,115)	0%
8109215 · Transfer Out - General Fund	0	2,500	(2,500)	0%
Total 8109000 · Reserves	0	35,615	(35,615)	0%
Total Expense	89	60,550	(60,461)	0%
Net Income	5,463	0	5,463	100%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Income				
4000100 · Taxes				
4000120 · Sales tax	1,514	20,000	-18,486	8%
Total 4000100 · Taxes	1,514	20,000	-18,486	8%
4000800 · Other Revenue				
4000840 · Interest Income	3	20	-17	15%
Total 4000800 · Other Revenue	3	20	-17	15%
Total Income	1,517	20,020	-18,503	8%
Expense				
9102200 · Special Services				
9102230 · Legal Fees	0	250	-250	0%
9102240 · Audit	0	1,600	-1,600	0%
9102250 · Accounting	0	250	-250	0%
Total 9102200 · Special Services	0	2,100	-2,100	0%
9102300 · Consultant Services				
9102310 · Consultant Fees	0	500	-500	0%
Total 9102300 · Consultant Services	0	500	-500	0%
9103100 · General Supplies				
9103110 · Office Supplies	0	100	-100	0%
Total 9103100 · General Supplies	0	100	-100	0%
9104200 · Travel Expense				
9104220 · Professional Development	0	250	-250	0%
Total 9104200 · Travel Expense	0	250	-250	0%
9105600 · Insurance				
9105620 · Insurance - Liability	72	200	-128	36%
Total 9105600 · Insurance	72	200	-128	36%
9105700 · Other Expenses				
9105705 · Postage	0	25	-25	0%
Total 9105700 · Other Expenses	0	25	-25	0%
9109000 · Reserves				
9109015 · Administrative Reserves	0	16,345	-16,345	0%
9109215 · Transfer Out - General Fund	0	500	-500	0%
Total 9109000 · Reserves	0	16,845	-16,845	0%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Total Expense	72	20,020	-19,948	0%
Net Income	1,445	0	1,445	100%

**Ovilla Fire Department Auxiliary
Profit & Loss Budget vs. Actual
October 2012**

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Income				
4000800 · Other Revenue				
4000815 · Gifts	0	1,500	(1,500)	0%
4000830 · Vending Machines	57	1,000	(943)	6%
4000880 · Reduction in Fund Balance	0	5,750	(5,750)	0%
Total 4000800 · Other Revenue	57	8,250	(8,193)	1%
Total Income	57	8,250	(8,193)	1%
Expense				
5332100 · Employee Benefits				
5332196 · Membership Dues	0	100	(100)	0%
Total 5332100 · Employee Benefits	0	100	(100)	0%
5333400 · Maintenance Supplies and Parts				
5333460 · Supplies - Miscellaneous	68	3,000	(2,932)	2%
Total 5333400 · Maintenance Supplies and Parts	68	3,000	(2,932)	2%
5334200 · Travel Expenses				
5334220 · Professional Development	0	150	(150)	0%
Total 5334200 · Travel Expenses	0	150	(150)	0%
5335700 · Other Expense				
5335735 · Official Functions	0	3,000	(3,000)	0%
5335765 · Miscellaneous	0	2,000	(2,000)	0%
Total 5335700 · Other Expense	0	5,000	(5,000)	0%
Total Expense	68	8,250	(8,182)	1%
Net Income	(11)	0	(11)	100%

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

	Oct 12	Budget	\$ Over Budget	% of Budget Thru October 9%
Income				
4000800 · Other Revenue				
4000815 · Gifts	0	8,000	(8,000)	0%
Total 4000800 · Other Revenue	0	8,000	(8,000)	0%
Total Income	0	8,000	(8,000)	0%
Expense				
5232600 · Special Expenses				
5232690 · Special Expenses - Other	0	2,265	(2,265)	0%
Total 5232600 · Special Expenses	0	2,265	(2,265)	0%
5235500 · Repairs and Bldg Improvements				
5235540 · Repairs - Machinery & Equipment	0	100	(100)	0%
Total 5235500 · Repairs and Bldg Improvements	0	100	(100)	0%
5235700 · Other Expense				
5235735 · Official Functions	0	500	(500)	0%
Total 5235700 · Other Expense	0	500	(500)	0%
5236400 · Minor Capital Outlay				
5236440 · Machinery and Equipment	620	1,800	(1,180)	34%
Total 5236400 · Minor Capital Outlay	620	1,800	(1,180)	34%
5239000 · Reserves				
5239010 · Administrative Reserves	0	3,335	(3,335)	0%
Total 5239000 · Reserves	0	3,335	(3,335)	0%
Total Expense	620	8,000	(7,380)	8%
Net Income	(620)	0	(620)	100%



DATE: 01-14-13

TO: Honorable Mayor and Council Members

FROM: Sharon Jungman

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

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
Income				
4000100 · Taxes				
4000105 · Ad Valorem, Current	77,692	1,235,000	(1,157,308)	6%
4000110 · Ad Valorem, Delinquent	1,775	20,000	(18,225)	9%
4000113 · Interest/Penalties - Prop Tax	506	10,000	(9,494)	5%
4000120 · Sales Tax	29,031	155,000	(125,969)	19%
4000125 · Sales Tax - Street Improvement	7,258	32,500	(25,242)	22%
4000130 · Franchise Tax	8,943	150,000	(141,057)	6%
Total 4000100 · Taxes	125,205	1,602,500	(1,477,295)	8%
4000200 · Licenses and Permits				
4000208 · Building Permits				
4000210 · Residential Building Permits	2,655	6,500	(3,845)	41%
4000213 · Fire Inspection Permits	150	1,000	(850)	15%
4000214 · Misc Building Permits	2,403	10,000	(7,597)	24%
Total 4000208 · Building Permits	5,208	17,500	(12,292)	30%
4000230 · Plan Review Fee	700	3,000	(2,300)	23%
4000260 · Alarm Permits	145	2,000	(1,855)	7%
4000270 · Animal Tag Fees	240	3,000	(2,760)	8%
4000272 · Impound Fees	115	1,550	(1,435)	7%
4000290 · Misc Licenses and Permits	225	1,000	(775)	23%
Total 4000200 · Licenses and Permits	6,633	28,050	(21,417)	24%
4000400 · Charges for Services				
4000325 · ESD #2	0	145,000	(145,000)	0%
4000330 · ESD #4	0	39,000	(39,000)	0%
4000411 · Copies and Maps	6	75	(69)	8%
4000415 · Police Reports	30	100	(70)	30%
4000440 · Oak Leaf Animal Control	0	2,000	(2,000)	0%
4000450 · Subdivision Fees	3,750	1,000	2,750	375%
4000480 · Solid Waste (Garbage)	34,009	196,000	(161,991)	17%
4000490 · Misc Charges for Services	290	2,500	(2,210)	12%
Total 4000400 · Charges for Services	38,085	385,675	(347,590)	10%
4000500 · Fines and Forfeitures				
4000510 · Fines - Police	12,725	85,000	(72,275)	15%
4000520 · Fines - Animal Control	300	1,000	(700)	30%
4000525 · Fines - Code Enforcement	164	2,000	(1,836)	8%
4000590 · Misc Fines and Forfeitures	25	150	(125)	17%
Total 4000500 · Fines and Forfeitures	13,214	88,150	(74,936)	15%
4000800 · Other Revenue				
4000810 · Heritage Day	1,318	5,500	(4,182)	24%
4000820 · Water Tower Lease	11,539	82,000	(70,461)	14%
4000840 · Interest Earned	445	4,000	(3,555)	11%
4000867 · HB3667 TX.Forest Service Grant	0	3,840	(3,840)	0%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
4000870 · Insurance Proceeds	1,856			
4000887 · HOA Revenue	0	1,015	(1,015)	0%
4000890 · Misc Other Revenue	638	4,500	(3,862)	14%
Total 4000800 · Other Revenue	15,796	100,855	(85,059)	16%
4000900 · Transfers In				
4000925 · Transfer In - 4B-EDC	0	2,500	(2,500)	0%
4000930 · Transfer In From W&S Fund	0	116,301	(116,301)	0%
4000940 · Transfer in MDD Fund	0	500	(500)	0%
Total 4000900 · Transfers In	0	119,301	(119,301)	0%
Total Income	198,933	2,324,531	(2,125,598)	9%
Gross Profit	198,933	2,324,531	(2,125,598)	9%
Expense				
10 · Administration				
5101100 · Salaries & Wages				
5101110 · City Administrator	19,555	63,225	(43,670)	31%
5101115 · City Secretary	7,165	36,375	(29,210)	20%
5101117 · City Accountant	7,692	37,500	(29,808)	21%
5101120 · Part Time- Admin. Support	900	7,700	(6,800)	12%
Total 5101100 · Salaries & Wages	35,312	144,800	(109,488)	24%
5102100 · Employee Benefits				
5102110 · Group Insurance	2,860	16,350	(13,490)	17%
5102135 · TMRS	1,779	7,550	(5,771)	24%
5102160 · Worker's Compensation	108	440	(332)	25%
5102170 · Payroll Taxes	583	3,250	(2,667)	18%
5102180 · Unemployment Taxes	0	1,000	(1,000)	0%
5102196 · Indiv. Membership Dues	230	700	(470)	33%
Total 5102100 · Employee Benefits	5,560	29,290	(23,730)	19%
5102200 · Special Services				
5102210 · Tax Assessing & Collecting Fees	1,553	1,800	(247)	86%
5102220 · Tax Appraisal Fee	3,407	14,000	(10,593)	24%
5102230 · Legal Fees	773	40,000	(39,227)	2%
5102240 · Audit	0	7,155	(7,155)	0%
5102250 · Accounting	0	2,000	(2,000)	0%
5102260 · Engineering Fees	11	1,000	(989)	1%
Total 5102200 · Special Services	5,744	65,955	(60,211)	9%
5102300 · Contractual Services				
5102310 · Consultant Fees	2,379	30,000	(27,621)	8%
Total 5102300 · Contractual Services	2,379	30,000	(27,621)	8%
5102500 · Operating Services				

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
5102530 · Custodial Service Contract	530	3,600	(3,070)	15%
Total 5102500 · Operating Services	530	3,600	(3,070)	15%
5102600 · Special Expenses				
5102610 · Election - Payroll	0	850	(850)	0%
5102620 · Election - Supplies	0	2,725	(2,725)	0%
5102630 · Election Meeting Expense	0	100	(100)	0%
5102650 · Codification Book Update	0	2,000	(2,000)	0%
Total 5102600 · Special Expenses	0	5,675	(5,675)	0%
5103100 · General Supplies				
5103110 · Office Supplies	742	6,000	(5,258)	12%
5103140 · Uniforms	0	300	(300)	0%
Total 5103100 · General Supplies	742	6,300	(5,558)	12%
5103400 · Maintenance Supplies / Parts				
5103410 · Supplies - Custodial	0	1,916	(1,916)	0%
5103440 · Maintenance Agreement Expense	100	900	(800)	11%
5103460 · Miscellaneous	0	200	(200)	0%
Total 5103400 · Maintenance Supplies / Parts	100	3,016	(2,916)	3%
5104200 · Travel Expenses				
5104210 · Travel - Local	63	500	(437)	13%
5104220 · Professional Development	662	5,000	(4,338)	13%
5104222 · Professional Develop - Council	260	1,500	(1,240)	17%
5104225 · City Council Meal Expense	520	800	(280)	65%
5104230 · Professional Develop - In-House	0	100	(100)	0%
Total 5104200 · Travel Expenses	1,505	7,900	(6,395)	19%
5105200 · Data Processing Expenses				
5105230 · Data Proc-Maintenance & Repair	595	4,500	(3,905)	13%
5105240 · Data Processing - Software	3,740	10,000	(6,260)	37%
Total 5105200 · Data Processing Expenses	4,335	14,500	(10,165)	30%
5105300 · Printing Expense				
5105310 · Copier Expense	511	4,800	(4,289)	11%
5105320 · Printing - Newsletters	0	4,800	(4,800)	0%
5105330 · Printing - Forms	186	2,000	(1,814)	9%
5105350 · Printing - Other	0	500	(500)	0%
Total 5105300 · Printing Expense	697	12,100	(11,403)	6%
5105400 · Utilities				
5105410 · Telephone	208	1,200	(992)	17%
5105415 · Cellular Phone	165	1,100	(935)	15%
5105417 · Internet	128	775	(647)	17%
5105450 · Electricity	869	6,500	(5,631)	13%
Total 5105400 · Utilities	1,370	9,575	(8,205)	14%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
5105500 · Repairs & Bldg Improvements				
5105520 · Repairs - Buildings	902	7,000	(6,098)	13%
5105540 · Repairs - Machinery & Equipment	208	1,000	(792)	21%
5105590 · Repairs - Other	0	500	(500)	0%
Total 5105500 · Repairs & Bldg Improvements	1,110	8,500	(7,390)	13%
5105600 · Insurance				
5105610 · Insurance - Property	281	1,250	(969)	22%
5105620 · Insurance - Liability	346	1,385	(1,039)	25%
5105630 · Insurance - Fidelity Bond	250	500	(250)	50%
5105635 · Public Officials Surety Bonds	0	900	(900)	0%
Total 5105600 · Insurance	877	4,035	(3,158)	22%
5105700 · Other Expenses				
5105705 · Postage	25	6,000	(5,975)	0%
5105710 · Cash - Over/Short	0	10	(10)	0%
5105725 · Records Management Expense	100	1,000	(900)	10%
5105730 · City - Memberships	300	2,100	(1,800)	14%
5105740 · Legal Notices/Advertisement	119	6,000	(5,881)	2%
5105752 · Employment Screening	65	300	(235)	22%
5105760 · Bank Service Charge	0	25	(25)	0%
5105764 · Filing Fees	248	250	(2)	99%
5105765 · Miscellaneous	0	2,000	(2,000)	0%
Total 5105700 · Other Expenses	857	17,685	(16,828)	5%
5106400 · Minor Capital Outlay				
5106440 · Machinery & Equipment	1,615	2,500	(885)	65%
5106465 · Furniture	0	1,375	(1,375)	0%
5106470 · Audio & Visual Equipment	0	2,000	(2,000)	0%
Total 5106400 · Minor Capital Outlay	1,615	5,875	(4,260)	27%
5109000 · Reserves				
5109001 · Reserve for Contingency	0	44,644	(44,644)	0%
Total 5109000 · Reserves	0	44,644	(44,644)	0%
Total 10 · Administration	62,733	413,450	(350,717)	15%
20 · Police				
5201100 · Salaries & Wages				
5201120 · Police Chief	9,438	59,995	(50,557)	16%
5201143 · Command Staff	7,383	46,950	(39,567)	16%
5201150 · Certification Pay	369	2,400	(2,031)	15%
5201180 · Merit Raises - Staff	0	3,208	(3,208)	0%
Total 5201100 · Salaries & Wages	17,190	112,553	(95,363)	15%
5201400 · Support Salaries				

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
5201405 · Support Staff	3,307	21,029	(17,722)	16%
5201410 · Patrol	33,816	236,392	(202,576)	14%
5201415 · Certification Pay	323	5,100	(4,777)	6%
5201480 · Merit Raises	0	7,092	(7,092)	0%
5201490 · Overtime	1,134	6,600	(5,466)	17%
Total 5201400 · Support Salaries	38,580	276,213	(237,633)	14%
5202100 · Employee Benefits				
5202110 · Group Insurance	8,231	54,360	(46,129)	15%
5202135 · TMRS	2,883	21,405	(18,522)	13%
5202160 · Worker's Compensation	2,139	8,550	(6,411)	25%
5202170 · Payroll Taxes	849	5,445	(4,596)	16%
5202196 · Membership Dues	30	315	(285)	10%
Total 5202100 · Employee Benefits	14,132	90,075	(75,943)	16%
5202300 · Contractual Services				
5202355 · Contract Labor - Individual	0	500	(500)	0%
5202356 · Gingerbread House	1,000	1,000	0	100%
5202380 · Dispatch	6,198	13,135	(6,937)	47%
5202385 · Jail Expense	1,000	2,000	(1,000)	50%
Total 5202300 · Contractual Services	8,198	16,635	(8,437)	49%
5202500 · Operating Services				
5202540 · Computer Maintenance	150	500	(350)	30%
5202560 · Internet Subscriptions	0	1,450	(1,450)	0%
Total 5202500 · Operating Services	150	1,950	(1,800)	8%
5202600 · Special Expenses				
5202675 · National Night Out	306	500	(194)	61%
Total 5202600 · Special Expenses	306	500	(194)	61%
5203100 · General Supplies				
5203110 · Office Supplies	335	1,500	(1,165)	22%
5203140 · Uniforms	517	1,400	(883)	37%
5203170 · Evidence Gathering	0	300	(300)	0%
Total 5203100 · General Supplies	852	3,200	(2,348)	27%
5203400 · Maintenance Supplies & Parts				
5203410 · Supplies - Custodial	0	600	(600)	0%
Total 5203400 · Maintenance Supplies & Parts	0	600	(600)	0%
5204200 · Travel Expenses				
5204210 · Travel - Local	0	300	(300)	0%
5204220 · Professional Development	0	2,000	(2,000)	0%
5204270 · Vehicle Expenses	2,988	24,000	(21,012)	12%
Total 5204200 · Travel Expenses	2,988	26,300	(23,312)	11%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
5205200 · Data Processing Expenses				
5205220 · Data Proc - Equipment Rental	0	400	(400)	0%
5205240 · Data Processing - Software	18,326	17,500	826	105%
Total 5205200 · Data Processing Expenses	18,326	17,900	426	102%
5205300 · Printing Expenses				
5205310 · Copier Expense	221	1,500	(1,279)	15%
5205330 · Printing - Forms	0	600	(600)	0%
5205350 · Printing - Other	25	600	(575)	4%
Total 5205300 · Printing Expenses	246	2,700	(2,454)	9%
5205400 · Utilities				
5205410 · Telephone	224	1,300	(1,076)	17%
5205415 · Cellular Phone	212	1,550	(1,338)	14%
5205417 · Internet - PD	236	950	(714)	25%
5205420 · Wireless Cards	380	2,350	(1,970)	16%
5205450 · Electricity	202	4,000	(3,798)	5%
Total 5205400 · Utilities	1,254	10,150	(8,896)	12%
5205500 · Repairs & Building Improvements				
5205520 · Repairs - Building	0	300	(300)	0%
5205540 · Repairs- Machinery & Equipment	0	700	(700)	0%
5205550 · Repairs - Vehicles	973	7,500	(6,527)	13%
Total 5205500 · Repairs & Building Improvements	973	8,500	(7,527)	11%
5205600 · Insurance				
5205610 · Insurance - Property	400	1,600	(1,200)	25%
5205620 · Insurance - Liability	1,286	5,200	(3,914)	25%
5205640 · Insurance - Vehicle	555	2,600	(2,045)	21%
Total 5205600 · Insurance	2,241	9,400	(7,159)	24%
5205700 · Other Expenses				
5205752 · Employment Screeing	65	600	(535)	11%
5205742 · Public Relations	0	100	(100)	0%
5205765 · Miscellaneous	297	1,800	(1,503)	17%
Total 5205700 · Other Expenses	362	2,500	(2,138)	14%
5206400 · Minor Capital Outlay				
5206440 · Machinery & Equipment	0	1,150	(1,150)	0%
5206445 · Personal Protective Equipment	0	2,000	(2,000)	0%
Total 5206400 · Minor Capital Outlay	0	3,150	(3,150)	0%
Total 20 · Police	105,798	582,326	(476,528)	18%
25 · Municipal Court				
5251100 · Salaries & Wages				

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
5251140 · Municipal Judge	880	6,000	(5,120)	15%
Total 5251100 · Salaries & Wages	880	6,000	(5,120)	15%
5251400 · Support Staff				
5251405 · Support Staff	4,397	27,975	(23,578)	16%
5251420 · Jury Fees	0	200	(200)	0%
5251425 · City Prosecutor	906	8,500	(7,594)	11%
5251480 · Merit Raises	0	850	(850)	0%
5251490 · Overtime	79	1,000	(921)	8%
Total 5251400 · Support Staff	5,382	38,525	(33,143)	14%
5252100 · Employee Benefits				
5252110 · Group Insurance	905	5,440	(4,535)	17%
5252135 · TMRS	227	1,600	(1,373)	14%
5252160 · Worker's Compensation	27	110	(83)	25%
5252170 · Payroll Taxes	64	425	(361)	15%
5252196 · Membership Dues	0	80	(80)	0%
Total 5252100 · Employee Benefits	1,223	7,655	(6,432)	16%
5252300 · Contractual Services				
5252375 · Traffic Fines	8,350	38,000	(29,650)	22%
Total 5252300 · Contractual Services	8,350	38,000	(29,650)	22%
5252500 · Operating Services				
5252540 · Computer Maintenance	0	150	(150)	0%
Total 5252500 · Operating Services	0	150	(150)	0%
5253100 · General Supplies				
5253110 · Office Supplies	17	75	(58)	23%
5253140 · Uniforms	0	75	(75)	0%
Total 5253100 · General Supplies	17	150	(133)	11%
5254200 · Travel Expenses				
5254210 · Travel - Local	0	25	(25)	0%
5254220 · Professional Development	24	100	(76)	24%
Total 5254200 · Travel Expenses	24	125	(101)	19%
5255200 · Data Processing Expenses				
5255240 · Data Processing - SW Maint.	1,687	1,735	(48)	97%
Total 5255200 · Data Processing Expenses	1,687	1,735	(48)	97%
5255300 · Printing Expense				
5255350 · Printing - Other	0	150	(150)	0%
Total 5255300 · Printing Expense	0	150	(150)	0%
5255600 · Insurance				
5255620 · Insurance - Liability	43	250	(207)	17%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
5255630 · Insurance - Fidelity Bond	0	50	(50)	0%
Total 5255600 · Insurance	43	300	(257)	14%
5255700 · Other Expenses				
5255752 · Employment Screening	0	35	(35)	0%
5255765 · Miscellaneous	0	75	(75)	0%
Total 5255700 · Other Expenses	0	110	(110)	0%
Total 25 · Municipal Court	17,606	92,900	(75,294)	19%
30 · Fire				
5301100 · Salaries & Wages				
5301130 · Asst. Fire Chief	6,000	39,000	(33,000)	15%
5301140 · Fire Captains	9,835	93,600	(83,765)	11%
5301180 · Merit Raises - Staff	0	2,000	(2,000)	0%
Total 5301100 · Salaries & Wages	15,835	134,600	(118,765)	12%
5301400 · Support Salaries				
5301440 · Firefighters	32,022	196,200	(164,178)	16%
5301480 · Merit Raises	0	5,800	(5,800)	0%
5301485 · Volunteer Incentive Program	2,025	13,000	(10,975)	16%
Total 5301400 · Support Salaries	34,047	215,000	(180,953)	16%
5302100 · Employee Benefits				
5302135 · TMRS	310	2,300	(1,990)	13%
5302137 · Volunteer Retirement	0	2,500	(2,500)	0%
5302160 · Worker's Compensation	2,959	12,500	(9,541)	24%
5302170 · Payroll Taxes	3,289	23,500	(20,211)	14%
5302196 · Membership Dues	485	2,000	(1,515)	24%
Total 5302100 · Employee Benefits	7,043	42,800	(35,757)	16%
5302300 · Contractual Services				
5302310 · Consultant Fees	0	1,600	(1,600)	0%
5302380 · Dispatch	6,198	12,500	(6,302)	50%
5302385 · Emergency Transport Service	15,343	61,400	(46,057)	25%
Total 5302300 · Contractual Services	21,541	75,500	(53,959)	29%
5302500 · Operating Services				
5302510 · Maintenance Agreements	0	10,505	(10,505)	0%
5302540 · Computer Maintenance	113	2,000	(1,887)	6%
5302570 · Warning System Maintenance	780	780	0	100%
5302580 · Generator Maintenance	0	1,380	(1,380)	0%
Total 5302500 · Operating Services	893	14,665	(13,772)	6%
5302600 · Special Expenses				
5302675 · National Night Out	0	500	(500)	0%
Total 5302600 · Special Expenses	0	500	(500)	0%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
5303100 · General Supplies				
5303110 · Office Supplies	137	1,400	(1,263)	10%
5303140 · Uniforms	1,082	4,000	(2,918)	27%
5303160 · Medical Supplies	806	5,000	(4,194)	16%
5303165 · Medical Support	0	500	(500)	0%
5303170 · Evidence Gathering	0	50	(50)	0%
5303175 · Education Aids	0	50	(50)	0%
Total 5303100 · General Supplies	2,025	11,000	(8,975)	18%
5303400 · Maintenance Supplies & Parts				
5303410 · Supplies - Custodial	255	2,400	(2,145)	11%
5303420 · Building Alarm Maintenance	0	420	(420)	0%
Total 5303400 · Maintenance Supplies & Parts	255	2,820	(2,565)	9%
5304200 · Travel Expenses				
5304220 · Professional Development	8	1,000	(992)	1%
5304270 · Vehicle Expenses	1,157	10,000	(8,843)	12%
Total 5304200 · Travel Expenses	1,165	11,000	(9,835)	11%
5305200 · Data Processing Expenses				
5305230 · Data Proc-Maintenance & Repair	94	500	(406)	19%
5305240 · Data Processing - Software	1,783	2,850	(1,067)	63%
Total 5305200 · Data Processing Expenses	1,877	3,350	(1,473)	56%
5305300 · Printing Expense				
5305310 · Copier Expense	447	3,100	(2,653)	14%
5305330 · Printing - Forms	0	100	(100)	0%
Total 5305300 · Printing Expense	447	3,200	(2,753)	14%
5305400 · Utilities				
5305410 · Telephone	397	2,100	(1,703)	19%
5305415 · Cellular Phone	44	1,200	(1,156)	4%
5305417 · Internet - Fire Dept.	667	3,600	(2,933)	19%
5305430 · Natural Gas	63	1,200	(1,137)	5%
5305450 · Electricity	407	8,000	(7,593)	5%
Total 5305400 · Utilities	1,578	16,100	(14,522)	10%
5305500 · Repairs & Bldg Improvements				
5305520 · Repairs - Building	72	4,500	(4,428)	2%
5305540 · Repairs - Machinery & Equipment	1,448	19,000	(17,552)	8%
5305545 · Repairs - Apparatus	1,733	12,000	(10,267)	14%
5305550 · Repairs - Vehicles	29	3,500	(3,471)	1%
Total 5305500 · Repairs & Bldg Improvements	3,282	39,000	(35,718)	8%
5305600 · Insurance				
5305610 · Insurance - Property	0	60	(60)	0%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
5305620 · Insurance - Liability	4,419	6,500	(2,081)	68%
5305640 · Insurance - Vehicle	2,442	10,000	(7,558)	24%
Total 5305600 · Insurance	6,861	16,560	(9,699)	41%
5305700 · Other Expenses				
5305705 · Postage	0	200	(200)	0%
5305752 · Employment Screening	75	700	(625)	11%
5305770 · Matching Fire Grant Expense	0	50	(50)	0%
Total 5305700 · Other Expenses	75	950	(875)	8%
5306400 · Minor Capital Outlay				
5306440 · Machinery & Equipment	0	10,800	(10,800)	0%
5306445 · Personal Protective Equipment	2,236	20,500	(18,264)	11%
Total 5306400 · Minor Capital Outlay	2,236	31,300	(29,064)	7%
Total 30 · Fire	99,160	618,345	(519,185)	16%
40 · Community Services				
5401100 · Salaries & Wages				
5401135 · ACO/Code Enforcement Officer	5,358	34,200	(28,842)	16%
5401180 · Merit Raises - Staff	0	1,025	(1,025)	0%
5401190 · Overtime	0	150	(150)	0%
Total 5401100 · Salaries & Wages	5,358	35,375	(30,017)	15%
5402100 · Employee Benefits				
5402110 · Group Insurance	1,050	5,440	(4,390)	19%
5402135 · TMRS	281	2,000	(1,719)	14%
5402160 · Worker's Compensation	55	275	(220)	20%
5402170 · Payroll Taxes	94	550	(456)	17%
5402190 · License	0	200	(200)	0%
Total 5402100 · Employee Benefits	1,480	8,465	(6,985)	17%
5402300 · Contractual Services				
5402315 · Contract Building Inspections	2,822	10,000	(7,178)	28%
5402325 · Fire Inspections	0	600	(600)	0%
5402370 · Impound Fees	225	2,000	(1,775)	11%
Total 5402300 · Contractual Services	3,047	12,600	(9,553)	24%
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	0	100	(100)	0%
Total 5402600 · Special Expenses	0	100	(100)	0%
5403100 · General Supplies				

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
5403110 · Office Supplies	0	125	(125)	0%
5403120 · Animal Care	0	150	(150)	0%
5403122 · Pet Supplies	0	200	(200)	0%
5403140 · Uniforms	20	350	(330)	6%
Total 5403100 · General Supplies	20	825	(805)	2%
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	0	200	(200)	0%
5404270 · Vehicle Expenses	181	1,800	(1,619)	10%
Total 5404200 · Travel Expenses	181	2,025	(1,844)	9%
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	0	150	(150)	0%
Total 5405300 · Printing Expense	0	150	(150)	0%
5405400 · Utilities				
5405415 · Cellular Phone	83	700	(617)	12%
Total 5405400 · Utilities	83	700	(617)	12%
5405600 · Insurance				
5405610 · Insurance - Property	2	8	(6)	25%
5405620 · Insurance - Liability	51	205	(154)	25%
5405640 · Insurance - Vehicle	131	525	(394)	25%
Total 5405600 · Insurance	184	738	(554)	25%
5405700 · Other Expenses				
5405765 · Miscellaneous	65	100	(35)	65%
Total 5405700 · Other Expenses	65	100	(35)	65%
5406400 · Minor Capital Outlay				
5406440 · Machinery & Equipment	0	826	(826)	0%
Total 5406400 · Minor Capital Outlay	0	826	(826)	0%
Total 40 · Community Services	10,418	62,204	(51,786)	17%
45 · Solid Waste				
5455400 · Utilities				
5455465 · Solidwaste Pickup (Garbage)	33,045	198,000	(164,955)	17%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
Total 5455400 · Utilities	33,045	198,000	(164,955)	17%
Total 45 · Solid Waste	33,045	198,000	(164,955)	17%
50 · Streets				
5501400 · Support Staff				
5501415 · Maintenance Crew	2,378	22,500	(20,122)	11%
5501480 · Merit Raises	0	700	(700)	0%
5501490 · Overtime	0	1,500	(1,500)	0%
5501500 · Streets - On Call	0	750	(750)	0%
Total 5501400 · Support Staff	2,378	25,450	(23,072)	9%
5502100 · Employee Benefits				
5502110 · Group Insurance	453	5,440	(4,987)	8%
5502135 · TMRS	123	1,350	(1,227)	9%
5502160 · Worker's Compensation	436	1,745	(1,309)	25%
5502170 · Payroll Taxes	34	375	(341)	9%
5502190 · License	0	122	(122)	0%
Total 5502100 · Employee Benefits	1,046	9,032	(7,986)	12%
5502200 · Special Services				
5502280 · NCTCOG- SWMP Fees	2,325	6,250	(3,925)	37%
Total 5502200 · Special Services	2,325	6,250	(3,925)	37%
5502600 · Special Expenses				
5502620 · Emergency Clean Up	0	2,500	(2,500)	0%
Total 5502600 · Special Expenses	0	2,500	(2,500)	0%
5503100 · General Supplies				
5503110 · Office Supplies	0	100	(100)	0%
5503140 · Uniforms	0	400	(400)	0%
Total 5503100 · General Supplies	0	500	(500)	0%
5503400 · Maintenance Supplies & Parts				
5503405 · Drainage Maintenance	0	500	(500)	0%
5503420 · Supplies - Street Signs	0	2,000	(2,000)	0%
5503460 · Miscellaneous	16	214	(198)	7%
Total 5503400 · Maintenance Supplies & Parts	16	2,714	(2,698)	1%
5504200 · Travel Expenses				
5504220 · Professional Development	0	500	(500)	0%
5504270 · Vehicle Expenses	441	6,000	(5,559)	7%
Total 5504200 · Travel Expenses	441	6,500	(6,059)	7%
5505300 · Printing Expense				
5505350 · Printing - Other	0	300	(300)	0%
Total 5505300 · Printing Expense	0	300	(300)	0%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
5505400 · Utilities				
5505450 · Electricity	3,062	45,500	(42,438)	7%
Total 5505400 · Utilities	3,062	45,500	(42,438)	7%
5505500 · Repairs & Bldg Improvements				
5405520 · Repairs - Building	0	1,000	(1,000)	0%
5505540 · Repairs - Machinery & Equipment	162	3,000	(2,838)	5%
5505550 · Repairs - Vehicles	1,007	2,500	(1,493)	40%
5505560 · Repairs -Street Maint.& Repairs	10,682	50,000	(39,318)	21%
5505565 · Repairs - Infrastruct Drainage	1,851	5,000	(3,149)	37%
5505590 · Repairs - Other	105	1,500	(1,395)	7%
Total 5505500 · Repairs & Bldg Improvements	13,807	63,000	(49,193)	22%
5505600 · Insurance				
5505610 · Insurance - Property	40	100	(60)	40%
5505620 · Insurance - Liability	245	1,000	(755)	25%
5505640 · Insurance - Vehicle	795	3,400	(2,605)	23%
Total 5505600 · Insurance	1,080	4,500	(3,420)	24%
5505700 · Other Expenses				
5505752 · Employment Screening	90	100	(10)	90%
Total 5505700 · Other Expenses	90	100	(10)	90%
5506400 · Minor Capital Outlay				
5506440 · Machinery & Equipment	0	8,100	(8,100)	0%
5506445 · Personal Protective Equipment	0	300	(300)	0%
5506490 · Other	0	500	(500)	0%
Total 5506400 · Minor Capital Outlay	0	8,900	(8,900)	0%
5507400 · Capitalized Assets				
5507440 · Machinery & Equipment	0	8,000	(8,000)	0%
5507460 · Infrastructure	0	148,000	(148,000)	0%
Total 5507400 · Capitalized Assets	0	156,000	(156,000)	0%
Total 50 · Streets	24,245	331,246	(307,001)	7%
60 · Parks				
5602400 · Rentals				
5602490 · Rental - Other	210	2,900	(2,690)	7%
Total 5602400 · Rentals	210	2,900	(2,690)	7%
5602600 · Special Expenses				
5602680 · Heritage Day	0	8,000	(8,000)	0%
Total 5602600 · Special Expenses	0	8,000	(8,000)	0%
5603400 · Maintenance Supplies & Parts				

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
5603460 · Miscellaneous	0	250	(250)	0%
Total 5603400 · Maintenance Supplies & Parts	0	250	(250)	0%
5605400 · Utilities				
5605450 · Electricity	934	9,000	(8,066)	10%
Total 5605400 · Utilities	934	9,000	(8,066)	10%
5605500 · Repairs & Bldg Improvements				
5605530 · REPAIRS-IMP OTHER THAN BLDGS	200	1,500	(1,300)	13%
Total 5605500 · Repairs & Bldg Improvements	200	1,500	(1,300)	13%
5605600 · Insurance				
5605610 · Insurance - Property	0	160	(160)	0%
5605620 · Insurance - Liability	12	50	(38)	24%
Total 5605600 · Insurance	12	210	(198)	6%
5605700 · Other Expenses				
5605765 · Miscellaneous	66	200	(134)	33%
Total 5605700 · Other Expenses	66	200	(134)	33%
5606400 · Minor Capital Outlay				
5606410 · Land Improvements	96	500	(404)	19%
5606440 · Machinery & Equipment	241	500	(259)	48%
Total 5606400 · Minor Capital Outlay	337	1,000	(663)	34%
5607400 · Capitalized Assets				
5607440 · Machinery & Equipment	0	3,000	(3,000)	0%
Total 5607400 · Capitalized Assets	0	3,000	(3,000)	0%
Total 60 · Parks	1,759	26,060	(24,301)	7%
Total Expense	354,764	2,324,531	(1,969,767)	15%
Net Income	(155,831)	0	(155,831)	100%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
Income				
4000400 · Charges for Services				
4000460 · Water Sales	209,135.10	1,100,000.00	-890,864.90	19.01%
4000461 · Sewer Service	27,962.74	150,000.00	-122,037.26	18.64%
4000465 · Water & Sewer Penalties	4,107.71	19,000.00	-14,892.29	21.62%
4000471 · Reconnect Fees	938.14	5,000.00	-4,061.86	18.76%
4000473 · Connect Fees	425.00	2,000.00	-1,575.00	21.25%
4000478 · Infrastructure Improvement Fee	9,472.63	55,000.00	-45,527.37	17.22%
Total 4000400 · Charges for Services	252,041.32	1,331,000.00	-1,078,958.68	18.94%
4000800 · Other Revenue				
4000840 · Interest Earned	424.23	2,500.00	-2,075.77	16.97%
4000890 · Misc Other Revenue	1,250.00	5,000.00	-3,750.00	25.0%
Total 4000800 · Other Revenue	1,674.23	7,500.00	-5,825.77	22.32%
Total Income	253,715.55	1,338,500.00	-1,084,784.45	18.96%
Gross Profit	253,715.55	1,338,500.00	-1,084,784.45	18.96%
Expense				
70 · Administration				
5701100 · Salaries & Wages				
5701120 · Part Time Admin. Support	0.00	2,550.00	-2,550.00	0.0%
5701110 · City Administrator	0.00	21,220.00	-21,220.00	0.0%
5701115 · City Secretary	0.00	12,225.00	-12,225.00	0.0%
5701117 · Finance Accountant	0.00	12,500.00	-12,500.00	0.0%
5701130 · Public Works Director	7,245.21	46,150.00	-38,904.79	15.7%
5701180 · Merit Raises, Staff	0.00	2,100.00	-2,100.00	0.0%
Total 5701100 · Salaries & Wages	7,245.21	96,745.00	-89,499.79	7.49%
5702100 · Employee Benefits				
5702110 · Group Insurance	905.12	5,440.00	-4,534.88	16.64%
5702135 · TMRS	378.14	2,700.00	-2,321.86	14.01%
5702170 · Payroll Taxes	106.06	800.00	-693.94	13.26%
Total 5702100 · Employee Benefits	1,389.32	8,940.00	-7,550.68	15.54%
5702200 · Special Services				
5702230 · Legal Fees	0.00	1,382.00	-1,382.00	0.0%
5702240 · Audit	0.00	5,600.00	-5,600.00	0.0%
5702250 · Accounting	0.00	1,500.00	-1,500.00	0.0%
Total 5702200 · Special Services	0.00	8,482.00	-8,482.00	0.0%
5702300 · Contractual Services /Personnel				
5702310 · Consultant Fees	0.00	5,000.00	-5,000.00	0.0%
Total 5702300 · Contractual Services /Personnel	0.00	5,000.00	-5,000.00	0.0%
5703100 · General Supplies				
5703110 · Office Supplies	0.00	800.00	-800.00	0.0%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
Total 5703100 · General Supplies	0.00	800.00	-800.00	0.0%
5703400 · Maintenance Supplies / Parts				
5703410 · Supplies - Custodial	0.00	200.00	-200.00	0.0%
Total 5703400 · Maintenance Supplies / Parts	0.00	200.00	-200.00	0.0%
5704200 · Travel Expenses				
5704210 · Travel - Local	0.00	200.00	-200.00	0.0%
5704220 · Professional Development	0.00	750.00	-750.00	0.0%
Total 5704200 · Travel Expenses	0.00	950.00	-950.00	0.0%
5705200 · Data Processing Expenses				
5705240 · Data Processing - Software	0.00	1,000.00	-1,000.00	0.0%
Total 5705200 · Data Processing Expenses	0.00	1,000.00	-1,000.00	0.0%
5705300 · Printing Expense				
5705350 · Printing - Other	0.00	250.00	-250.00	0.0%
Total 5705300 · Printing Expense	0.00	250.00	-250.00	0.0%
5705400 · Utilities				
5705410 · Telephone	207.62	1,300.00	-1,092.38	15.97%
5705415 · Cellular Phone	74.34	1,100.00	-1,025.66	6.76%
5705417 · Internet	127.76	800.00	-672.24	15.97%
Total 5705400 · Utilities	409.72	3,200.00	-2,790.28	12.8%
5705700 · Other Expenses				
5705705 · Postage	799.68	6,000.00	-5,200.32	13.33%
5705740 · Advertising	0.00	500.00	-500.00	0.0%
5705760 · Bank Service Charge	30.00	250.00	-220.00	12.0%
5705765 · Miscellaneous	0.00	100.00	-100.00	0.0%
5705775 · Credit Card Transaction Fee	566.18	3,400.00	-2,833.82	16.65%
Total 5705700 · Other Expenses	1,395.86	10,250.00	-8,854.14	13.62%
5706400 · Minor Capital Outlay				
5706440 · Machinery & Equipment	0.00	500.00	-500.00	0.0%
Total 5706400 · Minor Capital Outlay	0.00	500.00	-500.00	0.0%
5709000 · Reserve				
5708215 · Transfer Out - General Fund	0.00	116,301.00	-116,301.00	0.0%
5709002 · Capital Improv. Water Reserve	0.00	84,000.00	-84,000.00	0.0%
5709003 · Capital Improv. Sewer Reserve	0.00	18,659.00	-18,659.00	0.0%
5709010 · Administrative Reserves	0.00	10,000.00	-10,000.00	0.0%
Total 5709000 · Reserve	0.00	228,960.00	-228,960.00	0.0%
Total 70 · Administration	10,440.11	365,277.00	-354,836.89	2.86%
75 · Water				
5751100 · Salaries & Wages				

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
5751133 · Superintendent	6,663.96	44,000.00	-37,336.04	15.15%
5751180 · Merit Raises - Staff	0.00	1,350.00	-1,350.00	0.0%
Total 5751100 · Salaries & Wages	6,663.96	45,350.00	-38,686.04	14.7%
5751400 · Support Salaries				
5751405 · Support Staff	5,562.40	27,000.00	-21,437.60	20.6%
5751415 · Maintenance Crew	7,668.80	49,000.00	-41,331.20	15.65%
5751430 · Seasonal Crew	0.00	2,000.00	-2,000.00	0.0%
5751450 · Certification Pay	103.86	1,200.00	-1,096.14	8.66%
5751480 · Merit Raises	0.00	2,250.00	-2,250.00	0.0%
5751490 · Overtime	336.28	4,000.00	-3,663.72	8.41%
5751500 · Water - On Call	50.00	1,000.00	-950.00	5.0%
Total 5751400 · Support Salaries	13,721.34	86,450.00	-72,728.66	15.87%
5752100 · Employee Benefits				
5752110 · Group Insurance	4,055.12	22,000.00	-17,944.88	18.43%
5752135 · TMRS	1,056.21	7,000.00	-5,943.79	15.09%
5752160 · Worker's Compensation	696.00	2,800.00	-2,104.00	24.86%
5752170 · Payroll Taxes	341.92	2,000.00	-1,658.08	17.1%
5752190 · Licenses	0.00	222.00	-222.00	0.0%
Total 5752100 · Employee Benefits	6,149.25	34,022.00	-27,872.75	18.07%
5752300 · Contractual Services/Personnel				
5752350 · Contract Labor - Company	0.00	1,500.00	-1,500.00	0.0%
5752380 · Dispatch	4,355.00	9,230.00	-4,875.00	47.18%
Total 5752300 · Contractual Services/Personnel	4,355.00	10,730.00	-6,375.00	40.59%
5752400 · Rentals				
5752420 · Rental - Machinery & Equipment	0.00	500.00	-500.00	0.0%
5752490 · Rental - Other	0.00	200.00	-200.00	0.0%
Total 5752400 · Rentals	0.00	700.00	-700.00	0.0%
5752500 · Operating Services				
5752580 · Water Testing	1,366.00	4,000.00	-2,634.00	34.15%
5752590 · TCEQ Fees	2,689.65	3,000.00	-310.35	89.66%
Total 5752500 · Operating Services	4,055.65	7,000.00	-2,944.35	57.94%
5753100 · General Supplies				
5753140 · Uniforms	1,161.26	1,500.00	-338.74	77.42%
Total 5753100 · General Supplies	1,161.26	1,500.00	-338.74	77.42%
5753400 · Maintenance Supplies & Parts				
5753460 · Miscellaneous	48.98	250.00	-201.02	19.59%
Total 5753400 · Maintenance Supplies & Parts	48.98	250.00	-201.02	19.59%
5754200 · Travel Expenses				
5754220 · Professional Development	0.00	1,000.00	-1,000.00	0.0%
5754270 · Vehicle Expenses	777.41	9,000.00	-8,222.59	8.64%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
Total 5754200 · Travel Expenses	777.41	10,000.00	-9,222.59	7.77%
5755200 · Data Processing Expenses				
5755230 · Data Proc-Maintenance & Repairs	3,434.00	4,500.00	-1,066.00	76.31%
5755240 · Data Processing - Software	0.00	500.00	-500.00	0.0%
5755250 · Data Proc - Computer Repair	0.00	500.00	-500.00	0.0%
Total 5755200 · Data Processing Expenses	3,434.00	5,500.00	-2,066.00	62.44%
5755300 · Printing Expenses				
5755310 · Copier Expense	657.00	2,700.00	-2,043.00	24.33%
5755350 · Printing - Other	0.00	1,500.00	-1,500.00	0.0%
Total 5755300 · Printing Expenses	657.00	4,200.00	-3,543.00	15.64%
5755400 · Utilities				
5755415 · Cellular Phone	227.82	900.00	-672.18	25.31%
5755450 · Electricity	1,933.53	28,370.00	-26,436.47	6.82%
5755460 · Water, wholesale	22,868.76	375,000.00	-352,131.24	6.1%
Total 5755400 · Utilities	25,030.11	404,270.00	-379,239.89	6.19%
5755500 · Repairs & Building Improvements				
5755540 · Repairs- Machinery & Equipment	384.60	8,000.00	-7,615.40	4.81%
5755550 · Repairs - Vehicles	136.53	2,000.00	-1,863.47	6.83%
5755570 · Inventory Expense	2,043.71	18,705.00	-16,661.29	10.93%
5755590 · Repairs - Other	153.18	4,601.00	-4,447.82	3.33%
Total 5755500 · Repairs & Building Improvements	2,718.02	33,306.00	-30,587.98	8.16%
5755600 · Insurance				
5755610 · Insurance - Property	648.00	2,600.00	-1,952.00	24.92%
5755620 · Insurance - Liability	431.50	1,750.00	-1,318.50	24.66%
5755640 · Insurance - Vehicle	458.75	2,000.00	-1,541.25	22.94%
Total 5755600 · Insurance	1,538.25	6,350.00	-4,811.75	24.22%
5755700 · Other Expenses				
5755752 · Employment Screening	0.00	300.00	-300.00	0.0%
Total 5755700 · Other Expenses	0.00	300.00	-300.00	0.0%
5756400 · Minor Capital Outlay				
5756440 · Machinery & Equipment	0.00	1,000.00	-1,000.00	0.0%
5756490 · Other	0.00	500.00	-500.00	0.0%
Total 5756400 · Minor Capital Outlay	0.00	1,500.00	-1,500.00	0.0%
5757400 · Capitalized Assets				
5757470 · Infrastructure - Water	0.00	6,000.00	-6,000.00	0.0%
Total 5757400 · Capitalized Assets	0.00	6,000.00	-6,000.00	0.0%
5757900 · Long-Term Debt				
5758225 · Transfer out to Debt Fund	0.00	162,610.00	-162,610.00	0.0%
Total 5757900 · Long-Term Debt	0.00	162,610.00	-162,610.00	0.0%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
Total 75 · Water	70,310.23	820,038.00	-749,727.77	8.57%
80 · Sewer				
5801400 · Support Salaries				
5801405 · Support Staff	0.00	8,800.00	-8,800.00	0.0%
5801415 · Maintenance Crew	7,993.12	52,000.00	-44,006.88	15.37%
5801450 · Certification Pay	46.16	1,200.00	-1,153.84	3.85%
5801480 · Merit Raises	0.00	2,000.00	-2,000.00	0.0%
5801490 · Overtime	224.36	1,800.00	-1,575.64	12.46%
5801500 · Sewer - On Call	150.00	850.00	-700.00	17.65%
Total 5801400 · Support Salaries	8,413.64	66,650.00	-58,236.36	12.62%
5802100 · Employee Benefits				
5802110 · Group Insurance	1,810.24	10,900.00	-9,089.76	16.61%
5802135 · TMRS	429.59	3,500.00	-3,070.41	12.27%
5802160 · Worker's Compensation-Sewer	669.00	2,700.00	-2,031.00	24.78%
5802170 · Payroll Taxes	120.49	875.00	-754.51	13.77%
5802190 · Licenses	0.00	222.00	-222.00	0.0%
Total 5802100 · Employee Benefits	3,029.32	18,197.00	-15,167.68	16.65%
5802300 · Contractual Services/Personnel				
5802350 · Contract Labor - Company	205.00	2,400.00	-2,195.00	8.54%
Total 5802300 · Contractual Services/Personnel	205.00	2,400.00	-2,195.00	8.54%
5802500 · Operating Services				
5802515 · Sardis Collection Expense	360.55	2,400.00	-2,039.45	15.02%
5802590 · TCEQ Fees - Sewer	0.00	60.00	-60.00	0.0%
Total 5802500 · Operating Services	360.55	2,460.00	-2,099.45	14.66%
5803100 · General Supplies				
5803140 · Uniforms	554.86	1,000.00	-445.14	55.49%
Total 5803100 · General Supplies	554.86	1,000.00	-445.14	55.49%
5803400 · Maintenance Supplies & Parts				
5803460 · Miscellaneous	0.00	343.00	-343.00	0.0%
Total 5803400 · Maintenance Supplies & Parts	0.00	343.00	-343.00	0.0%
5804200 · Travel Expenses				
5804220 · Professional Development	0.00	500.00	-500.00	0.0%
5804270 · Vehicle Expense	91.91	1,600.00	-1,508.09	5.74%
Total 5804200 · Travel Expenses	91.91	2,100.00	-2,008.09	4.38%
5805400 · Utilities				
5805450 · Electricity	75.91	3,300.00	-3,224.09	2.3%
5805463 · TRA Wastewater Treatment	2,262.00	41,000.00	-38,738.00	5.52%
Total 5805400 · Utilities	2,337.91	44,300.00	-41,962.09	5.28%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
5805500 · Repairs & Bldg Improvements				
5805510 · Repairs - Land Improvements	0.00	300.00	-300.00	0.0%
5805540 · Repairs - Machinery & Equipment	0.00	6,000.00	-6,000.00	0.0%
5805570 · Inventory Expense	0.40	750.00	-749.60	0.05%
5805590 · Repairs - Other	303.21	5,000.00	-4,696.79	6.06%
Total 5805500 · Repairs & Bldg Improvements	303.61	12,050.00	-11,746.39	2.52%
5805600 · Insurance				
5805610 · Insurance - Property	13.50	100.00	-86.50	13.5%
5805620 · Insurance - Liability	83.75	335.00	-251.25	25.0%
5805640 · Insurance - Vehicle	9.50	50.00	-40.50	19.0%
Total 5805600 · Insurance	106.75	485.00	-378.25	22.01%
5805700 · Other Expenses				
5805752 · Employment Screening	0.00	200.00	-200.00	0.0%
Total 5805700 · Other Expenses	0.00	200.00	-200.00	0.0%
5807400 · Capitalized Assets				
5807440 · Machinery & Equipment	0.00	3,000.00	-3,000.00	0.0%
Total 5807400 · Capitalized Assets	0.00	3,000.00	-3,000.00	0.0%
Total 80 · Sewer	15,403.55	153,185.00	-137,781.45	10.06%
Total Expense	96,153.89	1,338,500.00	-1,242,346.11	7.18%
Net Income	157,561.66	0.00	157,561.66	100.0%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
Income				
4000100 · Taxes				
4000107 · Ad Valorem, Current I & S	26,548	425,942	(399,394)	6%
4000111 · Ad Valorem, Delinquent I & S	749	7,000	(6,251)	11%
4000114 · Interest/Penalties - I & S	219	4,000	(3,781)	5%
Total 4000100 · Taxes	27,516	436,942	(409,426)	6%
4000800 · Other Revenue				
4000840 · Interest Earned	50	1,000	(950)	5%
4000900 · Reduction of Reserve Fund Bal.	0	36,873	(36,873)	0%
4000930 · Transfer In - Water & Sewer	0	162,610	(162,610)	0%
Total 4000800 · Other Revenue	50	200,483	(200,433)	0%
Total Income	27,566	637,425	(609,859)	4%
Expense				
5157900 · Long-Term Debt				
5157930 · Paying Agent Fees	0	500	(500)	0%
5157935 · 2011 Bond Issue Principle	0	400,000	(400,000)	0%
5157940 · 2011 Bond Issue Interest	0	225,425	(225,425)	0%
Total 5157900 · Long-Term Debt	0	625,925	(625,925)	0%
5159000 · Reserves				
5159015 · Debt Reserves	0	11,500	(11,500)	0%
Total 5159000 · Reserves	0	11,500	(11,500)	0%
Total Expense	0	637,425	(637,425)	0%
Net Income	27,566	0	27,566	100%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
Income				
4000800 · Other Revenue				
4000845 · Interest Earned - Texstar	1	2	-1	50%
4000850 · Interest Earned - Prosperity	43	250	-207	17%
Total 4000800 · Other Revenue	44	252	-208	17%
Total Income	44	252	-208	17%
Expense				
5879000 · Reserves				
5879010 · Admin Reserves	0	252	-252	0%
Total 5879000 · Reserves	0	252	-252	0%
Total Expense	0	252	-252	0%
Net Income	44	0	44	100%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
Income				
4000400 · Charges for Services				
4000460 · Park Impact	335	1,300	(965)	26%
Total 4000400 · Charges for Services	335	1,300	(965)	26%
4000800 · Other Revenue				
4000840 · Interest Earned	2	15	(13)	13%
4000900 · Reduction of Fund Balance	0	2,185	(2,185)	0%
Total 4000800 · Other Revenue	2	2,200	(2,198)	0%
Total Income	337	3,500	(3,163)	10%
Expense				
5606400 · Minor Capital Outlay				
5606410 · Land Improvements	0	500	(500)	0%
5606440 · Machinery and Equipment	0	3,000	(3,000)	0%
Total 5606400 · Minor Capital Outlay	0	3,500	(3,500)	0%
Total Expense	0	3,500	(3,500)	0%
Net Income	337	0	337	100%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
Income				
4000400 · Charges for Services				
4000476 · Water Impact Fee	0	1,105	(1,105)	0%
4000477 · Sewer Impact Fee	87	0	87	100%
Total 4000400 · Charges for Services	87	1,105	(1,018)	8%
4000800 · Other Revenue				
4000840 · Interest Earned	24	150	(126)	16%
Total 4000800 · Other Revenue	24	150	(126)	16%
Total Income	111	1,255	(1,144)	9%
Expense				
5859000 · Reserves				
5859020 · Water Impact Fees Reserve	0	1,205	(1,205)	0%
5859030 · Sewer Impact Fees Reserve	0	50	(50)	0%
Total 5859000 · Reserves	0	1,255	(1,255)	0%
Total Expense	0	1,255	(1,255)	0%
Net Income	111	0	111	100%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
Income				
4000100 · Taxes				
4000120 · Sales tax	14,515	75,000	(60,485)	19%
Total 4000100 · Taxes	14,515	75,000	(60,485)	19%
4000800 · Other Revenue				
4000840 · Interest Income	129	650	(521)	20%
Total 4000800 · Other Revenue	129	650	(521)	20%
Total Income	14,644	75,650	(61,006)	19%
Expense				
8102200 · Special Services				
8102220 · Website Support & Maintenance	0	1,000	(1,000)	0%
8102230 · Legal Fees	0	500	(500)	0%
8102240 · Audit	0	1,590	(1,590)	0%
Total 8102200 · Special Services	0	3,090	(3,090)	0%
8102300 · Consultant Services				
8102310 · Consultant Fees	0	2,500	(2,500)	0%
8102350 · Contract Labor	0	45,000	(45,000)	0%
Total 8102300 · Consultant Services	0	47,500	(47,500)	0%
8103100 · General Supplies				
8103110 · Office Supplies	0	100	(100)	0%
Total 8103100 · General Supplies	0	100	(100)	0%
8104200 · Travel Expense				
8104210 · Travel Expense	0	1,500	(1,500)	0%
8104220 · Professional Development	270	1,500	(1,230)	18%
Total 8104200 · Travel Expense	270	3,000	(2,730)	9%
8105600 · Insurance				
8105620 · Insurance - Liability	72	285	(213)	25%
Total 8105600 · Insurance	72	285	(213)	25%
8105700 · Other Expenses				
8105705 · Postage	0	90	(90)	0%
8105730 · Memberships	100	2,000	(1,900)	5%
8105765 · Miscellaneous	0	1,000	(1,000)	0%
Total 8105700 · Other Expenses	100	3,090	(2,990)	3%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
8109000 · Reserves				
8109015 · Administrative Reserves	0	16,085	(16,085)	0%
8109215 · Transfer Out - General Fund	0	2,500	(2,500)	0%
Total 8109000 · Reserves	0	18,585	(18,585)	0%
Total Expense	442	75,650	(75,208)	1%
Net Income	14,202	0	14,202	100%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
Income				
4000100 · Taxes				
4000120 · Sales tax	3,364	20,000	-16,636	17%
Total 4000100 · Taxes	3,364	20,000	-16,636	17%
4000800 · Other Revenue				
4000840 · Interest Income	5	20	-15	25%
Total 4000800 · Other Revenue	5	20	-15	25%
Total Income	3,369	20,020	-16,651	17%
Expense				
9102200 · Special Services				
9102230 · Legal Fees	0	250	-250	0%
9102240 · Audit	0	1,600	-1,600	0%
9102250 · Accounting	0	250	-250	0%
Total 9102200 · Special Services	0	2,100	-2,100	0%
9102300 · Consultant Services				
9102310 · Consultant Fees	0	500	-500	0%
Total 9102300 · Consultant Services	0	500	-500	0%
9103100 · General Supplies				
9103110 · Office Supplies	0	100	-100	0%
Total 9103100 · General Supplies	0	100	-100	0%
9104200 · Travel Expense				
9104220 · Professional Development	0	250	-250	0%
Total 9104200 · Travel Expense	0	250	-250	0%
9105600 · Insurance				
9105620 · Insurance - Liability	72	200	-128	36%
Total 9105600 · Insurance	72	200	-128	36%
9105700 · Other Expenses				
9105705 · Postage	0	25	-25	0%
Total 9105700 · Other Expenses	0	25	-25	0%
9109000 · Reserves				
9109015 · Administrative Reserves	0	16,345	-16,345	0%
9109215 · Transfer Out - General Fund	0	500	-500	0%

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

				% of Budget Thru Nov. 17%
	Oct - Nov 12	Budget	\$ Over Budget	
Total 9109000 - Reserves	0	16,845	-16,845	0%
Total Expense	72	20,020	-19,948	0%
Net Income	3,297	0	3,297	100%

Ovilla Police Department Special Fund
Profit & Loss Budget vs. Actual
 October through November 2012

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
Income				
4000800 · Other Revenue				
4000815 · Gifts	250	8,000	(7,750)	3%
Total 4000800 · Other Revenue	250	8,000	(7,750)	3%
Total Income	250	8,000	(7,750)	3%
Expense				
5232600 · Special Expenses				
5232690 · Special Expenses - Other	454	2,265	(1,811)	20%
Total 5232600 · Special Expenses	454	2,265	(1,811)	20%
5235500 · Repairs and Bldg Improvements				
5235540 · Repairs - Machinery & Equipment	0	100	(100)	0%
Total 5235500 · Repairs and Bldg Improvements	0	100	(100)	0%
5235700 · Other Expense				
5235735 · Official Functions	0	500	(500)	0%
Total 5235700 · Other Expense	0	500	(500)	0%
5236400 · Minor Capital Outlay				
5236440 · Machinery and Equipment	620	1,800	(1,180)	34%
Total 5236400 · Minor Capital Outlay	620	1,800	(1,180)	34%
5239000 · Reserves				
5239010 · Administrative Reserves	0	3,335	(3,335)	0%
Total 5239000 · Reserves	0	3,335	(3,335)	0%
Total Expense	1,074	8,000	(6,926)	13%
Net Income	(824)	0	(824)	100%

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

	Oct - Nov 12	Budget	\$ Over Budget	% of Budget Thru Nov. 17%
Income				
4000800 · Other Revenue				
4000815 · Gifts	0	1,500	(1,500)	0%
4000830 · Vending Machines	57	1,000	(943)	6%
4000880 · Reduction in Fund Balance	0	5,750	(5,750)	0%
Total 4000800 · Other Revenue	57	8,250	(8,193)	1%
Total Income	57	8,250	(8,193)	1%
Expense				
5332100 · Employee Benefits				
5332196 · Membership Dues	0	100	(100)	0%
Total 5332100 · Employee Benefits	0	100	(100)	0%
5333400 · Maintenance Supplies and Parts				
5333460 · Supplies - Miscellaneous	68	3,000	(2,932)	2%
Total 5333400 · Maintenance Supplies and Parts	68	3,000	(2,932)	2%
5334200 · Travel Expenses				
5334220 · Professional Development	0	150	(150)	0%
Total 5334200 · Travel Expenses	0	150	(150)	0%
5335700 · Other Expense				
5335735 · Official Functions	0	3,000	(3,000)	0%
5335765 · Miscellaneous	714	2,000	(1,286)	36%
Total 5335700 · Other Expense	714	5,000	(4,286)	14%
Total Expense	782	8,250	(7,468)	9%
Net Income	(725)	0	(725)	100%



Jessica Foresman
Court Clerk

DATE: January 14, 2013
TO: Honorable Mayor Leverentz and City Council Members
FROM: Jessica Foresman, Court Clerk
SUBJECT: Monthly Staff Report

37 traffic and 3 city ordinance related cases were filed for the month of December. 13 warrants were issued

Court Collection for the month of December was \$4,632.90

\$2,802.34 is kept by the City FYTD \$11,171.60
\$1,830.56 is remitted to State FYTD \$7,437.50

December 2012
Code Enforcement Report

Complaint- 57

Follow up – 71

Door Notice - 10

Mail Notice- 2

Posted Property – 1

Court – 1- No Permit – Postponed, 1- Dismissed- deceased, 1-
Postponed

Citizen contacts - 82

Permits reviewed – 9

Permits issued - 4

Inspections – 5

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

Nuisance- Signs – 13 (4 Garage Sales, 9 Businesses)

Nuisance – Illegal Dumping – Johnson Lane -trash

Court Results - 0

Garage Sale Permits – 1 at \$5 = \$5

12/13/2012 - TCEQ OSSF Records Inspection

1 - OSSF Pump system failure reported to TCEQ

**December 2012
Animal Control Report**

Complaint- 38

Follow up – 51

Door Notice – 10

Impounded Animal – 9

Impound Animal Results - 3 Returned to Owner(s)

Impound Fee Collected - \$215

Court – 0

Citizen contacts - 31

Tags Issued – 6 Total \$72.00

Registration Reminder Mailed-

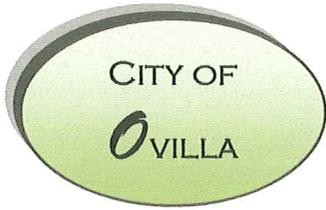
Nuisance Letter Mailed- 1

Animals Released -1 (1-Skunk)

Deceased Removed - 6

Oak Leaf -1 Call (1- Dog – Animal Welfare, Court action – removed dog)

Traps Checked Out - 1



Villa City Council

CONSENT REPORT

Meeting Date : January 14, 2013

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Staff

Attachments:

- ◆ Financial transactions
- ◆ Minutes of the December 10, 2012 Regular Council Meeting
- ◆ Minutes of the December 20, 2012 Special Council Meeting
- ◆ Ordinance 2013-001, Amending Chapter 9, Section 9. City Administrator Duties

Discussion / Justification:

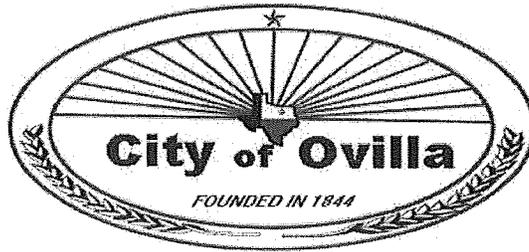
The proposed ordinance was voted on and approved in a previous meeting. Staff was directed to return it in proper format.

Recommendation / Staff Comments:

Staff recommends approval.

Sample Motion(s):

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



DATE: 01-14-13

TO: Honorable Mayor and Council Members

FROM: Sharon Jungman

SUBJECT: Expenditures in December 2012 over
\$5,000

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

General Fund

Date	Check#	Payee	Description	Amount
12/7/2012	40811	APAC	Asphalt to repair roads	\$9,272.86
12/28/2012	40889	Blue Cross/Blue Shield	Health Insurance	\$5,758.24
12/20/2012	40874	Community Waste Disposal	Garbage Pick up for in November	\$16,548.14
12/6/2012	ACH	Quick Books Payroll Service	Payroll	\$34,536.02
12/20/2012	ACH	Quick Books Payroll Service	Payroll	\$34,388.06
12/13/2012	40844	T.M.R.S.	Retirement	\$9,377.36
12/7/2012	ACH	US Treasury	Payroll Taxes	\$6,843.52
12/21/2012	ACH	US Treasury	Payroll Taxes	\$6,785.17
Total General Fund Transactions Paid in December 2012 \$5,000 and Over				\$123,509.37

Water & Sewer Fund

Date	Check#	Payee	Description	Amount
12/7/2012	14986	City of Dallas	Water Purchase	\$25,977.81
12/31/2012	15016	City of Ovilla General Fund	Garbage Transfer for Dec., Quarterly Admin. Payroll Trans. & Trans. Out to GF	\$58,821.81
12/31/2012	15017	City of Ovilla General Fund	Quarterly Trans. From W&S Fund to Debt Fund	\$40,652.50
Total Water & Sewer Fund Transactions Paid in December 2012 \$5,000 and Over				\$125,452.12

CITY OF OVILLA MINUTES

Monday, December 10, 2012

Regular City Council Meeting

105 S. Cockrell Hill Road, Ovilla, TX 75154

Mayor ProTem Dormier 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

Absent: Tom Leverentz Mayor

Mayor ProTem Dormier served as chair to the meeting and noted present members, thus constituting a quorum. Various department-heads and staff were also present.

PL4 Hunt 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 signed up to speak.

◆ ***Department Activity Reports / Discussion***

- Police Department Chief M. Moon
 - PL2 Stevenson inquired about a few police reports filed during the month.
 - Briefed Council on the monthly Police report.
- Fire Department Captain B. Kennedy
 - PL2 Stevenson praised the Fire Department for doing a superb job.
 - Briefed Council on the Fire Department monthly report.
 - Captain Kennedy brief Council on a new volunteer.
- Public Works Director B. Piland
 - Briefed Council on the Public Works Department monthly report.
 - Advised Council of a Capital Improvements Project Committee meeting on this date. PW Director and two new members reviewed the CIP road rehabilitation list. Some street scheduled for refurbishing in 2012 were moved to the 2013 CIP list, as Ellis County was unable to fulfill their obligations due to inoperable machinery. PL1 Hall asked that crews examine roads in Meadow Glenn needing attention.
- Finance Department City Accountant S. Jungman
 - Briefed Council on the monthly Court report.
- Administration Mayor ProTem R. Dormier
 - Update status on Ovilla Road Baptist Church.
 - Mayor ProTem Dormier met with representatives and all left with a clear understanding of what needed to be submitted for review.
 - Update status of Ovilla Parc
 - Mayor ProTem Dormier met with developers – expecting development to begin sometime in January 2013.
 - General Information
 - Reminded Council to access their city assigned emails often.

- Red Oak City Hall will host a public meeting for the TX Department of Public Safety from 5-7 pm, Tuesday, December 11, regarding the expansion of 664.
- Monthly Reports – Code Enforcement/Animal Control, Mike Dooly
 - Council reviewed the reports. Code Enforcement Officer Dooly was on-call.
- Committees
 - Sharon Jungman (City Accountant) praised the Public Works Department and the Ovilla Service League for an outstanding event at the Christmas Tree Lighting.

CONSENT ITEMS

- Financial transactions
- Minutes of the November 13, 2012 Regular Council Meeting
- Minutes of the November 17, 2012 Special Council Meeting

PL4 Hunt made the motion that Council approves the consent items as presented, seconded by PL2 Stevenson. *Mayor ProTem Dormier 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 director appointments and/or approve solicitation for applications for the Municipal Development District.

PL3 Griffin made the motion that Council authorizes staff to continue solicitation for board applications and return to Council for review, consideration and appointment; seconded by PL2 Stevenson. *Mayor ProTem Dormier 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.

*Mayor ProTem Dormier moved the order of the agenda and addressed Item 3.

ITEM 3. **DISCUSSION/ACTION** – Consider appointment and/or solicitation for applications to fill vacancy on the Planning and Zoning Commission.

With the resignation of P&Z Member Fox, Council considered Mr. Dean Oberg who was a former member on P&Z and a current member on the CIP Committee.

PL4 Hunt made the motion that Council appoints Mr. Dean Oberg to serve as Place 4 on the Planning & Zoning Commission for the remainder of the term to expire in 2014; seconded by PL 3 Griffin. *Mayor ProTem Dormier 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.

*Mayor ProTem Dormier returned to the regular order of the agenda.

ITEM 2. DISCUSSION/ACTION – Consider member appointments and/or approve solicitation for applications for the Capital Improvements Projects Committee.

PL4 Hunt made the motion that Council appoints Ms Barbara Byrum-Key to serve on the CIP Board, seconded by PL2 Stevenson. *Mayor ProTem Dormier 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 4. DISCUSSION/ACTION – Consider changes Chapter 8, Offenses and Nuisances, Section 8.05.001, junked vehicles, and direct staff to forward approved changes to legal counsel for ordinance preparation.

Council noted a few grammatical corrections to the presented text amendment discussed in previous Council meetings. The definition as corrected shall read:

Auto Sales / New and Used. An open area or lot used for the display or sale of automobiles or trucks, and vans. Sale of automobiles by auto garage owner(s) is permitted to sell vehicles obtained by a mechanics lien or received in lieu of payment for services rendered. Such vehicles are allowed for sale on premises 90 days after title has been received by the garage owner.

PL2 Stevenson made the motion that Council approves the presented changes (with corrections) and directed staff to forward to legal counsel for ordinance preparation; seconded by PL3 Griffin. *Mayor ProTem Dormier 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 5. DISCUSSION/ACTION – Consider and review the City's process for utility billing and consider alternatives.

Staff received notice that the city's contractual software provider for utility billing statements (AVR, Inc.) would no longer support the use of postcards. The change would be effective January 1, 2013, giving the city little notice or time to solicit for a new software provider. Council acknowledged no alternatives with such short notification.

There was no action.

ITEM 6. DISCUSSION/ACTION – Consider approving a contract with AVR, Inc., for utility billing.

AVR, Inc. provided staff with a cost-comparison to either out-source the utility statements or keep them in-house. Out-sourcing would require an initial upfront \$2890, separate from the \$3400 software maintenance agreement. Council considered both options and concurred that there was no alternative but to remain with AVR. Although, it was a larger financial impact on the City, Council chose to keep the billing in-house with the rationalization that the equipment necessary for lease or purchase (folder, stuffer & sealer) would benefit the city long-term. Accountant Sharon Jungman offered to contact Utility Billing/Permit Clerk Tammy McCoy to answer postcard / barcode software questions but it was not necessary. Ms Jungman was instructed to count blank billing postcards to ensure there was an adequate quantity for the December 2012 statements.

Mayor ProTem Dormier called a break from Open Session at 8:26 pm
 Mayor ProTem Dormier resumed the meeting at 8:38 pm

*Mayor ProTem Dormier placed Item 6 in abeyance and moved the order of the agenda, addressing Items 7, 8 and 9 while Ms Jungman counted utility billing postcards.

ITEM 7. DISCUSSION/ACTION – Consider Ordinance 2012-021 amending the FY2012-2013 Water Fund Budget and Annual Program of Services for the City of Ovilla to allow for an Adjustment in the Water Fund to offset an increase for expenditures for contractual services with AVR, Inc.

PL1 Hall recommended staff prepare one proposed ordinance amending the budget during Mid-Year Budget Review. Council voiced concurrence.

There was no action.

ITEM 8. DISCUSSION/ACTION – Consider amending the Code of Ordinances, Section 9; City Administrator duties to include long-range planning and direct staff to prepare in ordinance form.

PL1 Hall questioned the necessity of the City Administrator's job description being listed in the Code of Ordinances; however, if there is something important to the job duties, then the major components should be specified. PL1 Hall had recommended adding long-range planning in previous meetings.

PL1 Hall suggested adding as a separate bullet (number 13) to the city administrator's description in the Code and made the motion that Council approves for the addition to read as follows:

...Responsible for the development of a 5-year plan with input from staff, City Council, and citizens by conducting a Town Hall Meeting. The plan will be updated and approved by the council annually in June of each year. Staff was directed to prepare in ordinance form and return for approval.

PL2 Stevenson seconded the motion.

Mayor ProTem Dormier 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 9. DISCUSSION/ACTION – Consider approval of the Annual Interlocal Cooperation Contract between County of Ellis and the City of Ovilla.

PL2 Stevenson made the motion that Council approves the Annual Interlocal Cooperation Contract between the County of Ellis and the City of Ovilla as presented, seconded by PL1 Hall. *Mayor ProTem Dormier 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.

*Mayor ProTem Dormier moved the order of the agenda to address Item 6.

ITEM 6. DISCUSSION/ACTION – Consider approving a contract with AVR, Inc., for utility billing.

Accountant Sharon Jungman confirmed that there were enough postcards for the December statements.

PL2 Stevenson made the motion that Council directs staff to proceed with in-house processing for utility bills and directs staff to request a letter of agreement from AVR for such, seconded by PL4 Hunt. *Mayor ProTem Dormier 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.

*Mayor ProTem Dormier returned to the regular order of the agenda.

ITEM 10. DISCUSSION/ACTION – Deliberate the appointment employment and/or duties of the interim City Administrator and/or permanent City Administrator.

Mayor ProTem Dormier convened Council into closed session pursuant to Texas Local Government Code section 551.074 at 8:50 p.m.

COUNCIL WILL RECONVENE INTO OPEN SESSION, AND TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION, IF NEEDED.

Mayor ProTem Dormier adjourned the Executive Session and returned to Open Session at 10:04 p.m., stating that no action was taken in Executive Session. Mayor ProTem Dormier asked for any discussion or motion.

PL4 Hunt made the motion that Council directs the City Secretary to the following:

1. Contact the short list of applicants and schedule interviews
2. Revise the posting for the City Administrator's position.
3. Prepare an agenda for a Special Meeting to be held on Thursday, December 20, at 3:00 p.m.

PL2 Stevenson seconded the motion. *Mayor ProTem Dormier 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

PL1 Hall made the motion to adjourn, seconded by PL2 Stevenson.

There being no further business, Mayor Pro-Tem Dormier adjourned the meeting at 10.12 p.m.

Richard A. Dormier, Mayor ProTem

ATTEST:

Pamela Woodall, City Secretary

Approved January 14, 2013

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

CITY OF OVILLA MINUTES
Thursday, December 20, 2012
Special City Council Meeting
105 S. Cockrell Hill Road, Ovilla, TX 75154

Mayor Leverentz called a Special Council Meeting of the Ovilla City Council to order at 3:15 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 (arrived at 3:21 p.m.)
Richard Dormier	Council Member Place 5/Mayor Pro-Tem

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

COMMENTS, PRESENTATIONS, REPORTS AND/OR APPOINTMENTS

Mayor ProTem R. Dormier presented an update regarding AVR, Inc. for the City's utility bill processing. A letter received from AVR was shared, retracting previous notices directed to Ovilla's utility billing staff and apologizing for the misinformation given earlier regarding the use of postcards. The three items (5, 6, 7) referring to changes in the software and the agreement with the company from the previous meeting were rendered null and void. There would not be any changes in the utility bill processing.

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

1. No one signed up to speak.

CONSENT ITEMS

None

REGULAR AGENDA

ITEM 1. DISCUSSION/ACTION – Consider approval of an Engineering Services Agreement between the City of Ovilla and Birkhoff, Hendricks & Carter, L.L.P., for complete construction plans for the Water Street, Water Line Project.

Mayor ProTem Dormier advised that the Capital Improvements Projects Committee (CIP) had met previously, reviewed the agreement and forwarded recommended approval of the agreement. Ovilla's public works department personnel would complete the first section on Water Street. Crossing the creek would require contracting with a professional company, which would also allow a second feed to Ovilla Oaks. The project is listed on the City's current CIP schedule.

PL1 Hall made the motion that Council approves the engineering service agreement with Birkhoff, Hendricks and Carter for the Water Street, Water Line Project, as proposed, seconded by PL2 Stevenson. *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 – Deliberate the appointment employment and/or duties of the interim City Administrator and/or permanent City Administrator.

Mayor Leverentz convened Council into closed session pursuant to Texas Local Government Code section 551.074 at 3:23 p.m., to continue the review of applicants and conduct one applicant interview (Mr. Joe Shephard).

COUNCIL WILL RECONVENE INTO OPEN SESSION, AND TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION, IF NEEDED.

Mayor Leverentz adjourned the Executive Session and returned to Open Session at 4:26 p.m., stating that no action was taken in Executive Session.

No action.

Adjournment

There being no further business, Mayor Leverentz adjourned the meeting at 4:27p.m.

Tom Leverentz, Mayor

ATTEST:

Pamela Woodall, City Secretary

Approved January 14, 2013

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

ORDINANCE NO. 2013-001

AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING CHAPTER 9, ARTICLE 9.03, SECTION 9.03.034 OF THE OVILLA CODE OF ORDINANCES, PROVIDING THAT THE CITY ADMINISTRATOR SHALL BE RESPONSIBLE FOR THE DEVELOPMENT OF A FIVE-YEAR PLAN; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERANCE CLAUSE; PROVIDING FOR INCORPORATION INTO THE OVILLA CODE OF ORDINANCES; PROVIDING FOR IMMEDIATE EFFECT; AND PROVIDING FOR PUBLICATION.

WHEREAS, the City Council of the City of Ovilla, Texas, does find and determine that it is in the best interest of the citizens of the City of Ovilla, Texas, to amend the duties of the City Administrator to include responsibility for developing a five-year plan for annual review and approval by the City Council.

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

SECTION 1. AMEDNMENT OF CHAPTER 9, ARTCILE 9.03, SECTION 9.03.034 OF THE OVILLA CODE OF ORDINANCES

Chapter 9, Article 9.03, Section 9.03.034, of the Ovilla Code of Ordinances is hereby amended by the addition of the following provision, to be numbered as subsection 13 and the existing subsection 13 to be renumbered as subsection 14:

- (13) Responsible for the development of a five-year plan with input from staff, City Council and citizens by conducting a Town Hall Meeting. Such plan shall be updated and approved by the City Council in June of each year.

SECTION 2. SAVINGS CLAUSE

In the event that any other Ordinance of the City of Ovilla, Texas, 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. INCORPORATION INTO THE CODE OF ORDINANCES

The provisions of this ordinance shall be included and incorporated in the City of Ovilla Code of Ordinances and shall be appropriately renumbered to conform to the uniform numbering system of the Code.

ORDINANCE NO. 2013-001

SECTION 5. EFFECTIVE DATE

Because of the nature of interest and safeguard sought to be protected by this Ordinance and in the interest of the citizens of the City of Ovilla, Texas, this Ordinance shall take effect immediately after passage, approval and publication, as required by law.

SECTION 6. PUBLICATION

The City Secretary is hereby authorized and directed to cause publication of the descriptive caption and penalty clause hereof as an alternative method of publication provided by law.

PASSED, ADOPTED AND APPROVED by the City Council of Ovilla, Texas on this the

_____ day of _____, 2013.

Tom Leverentz, Mayor

ATTEST:

Pamela Woodall, City Secretary

APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney



AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: January 14, 2013

Department: Administration/Water Dept.

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:	
1. Letter	
Agenda Item / Topic:	
ITEM 1.	DISCUSSION/ACTION – Consider letter of request from property owners regarding Main Street Sanitary Sewer.
Discussion / Justification:	
This item is in response to discussions between Place 5 Dormier and property owners along Main Street in regards to options that may be available for installation of sanitary sewer to several businesses. As discussed in the City Council meeting on 12/20/2012, we approached the owners asking them if they were still interested in connecting to city sanitary sewer and to what degree they would be willing to participate in the installation. The attached letter was submitted for consideration by the City Council.	
It appears that several of the owners are willing to pay for the cost of all materials if the City will pay to install the line. The owners are also asking for the City to waive connection fees.	
If the council is interested in pursuing this concept, one possibility may be to install the sanitary sewer line along Main Street using City forces. Another option could be to bid the project and have the owners pay the City the cost of materials prior to executing a notice to proceed.	
Recommendation / Staff Comments:	
Sample Motion(s):	
"I MAKE A MOTION THAT COUNCIL DIRECT CITY STAFF TO...."	

First Cedar Hill LLP
P.O. Box 1061
Cedar Hill, Texas 75106

received
12-21-12

To: City Of Ovilla

RE: Ownership of Property Known as "Old Curtis Garage"

Address: 707 Main Street Ovilla, Texas

711 W Main St
709 W Main St

Dear Sirs,

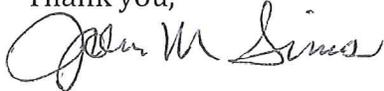
In reference to proposed sewer lines to be ran in front of property, First Cedar Hill LLP would be willing to share in cost of materials to build said line. The proposed line would be for the mutual benefit of the city and property owners.

The agreement to share in the cost would be of course be subject to those material costs. As such we would like to have a complete list of the materials and their cost along with a list of those sharing in the proposed construction. We understand that our contribution will be the consideration and will not be charged any connection fee.

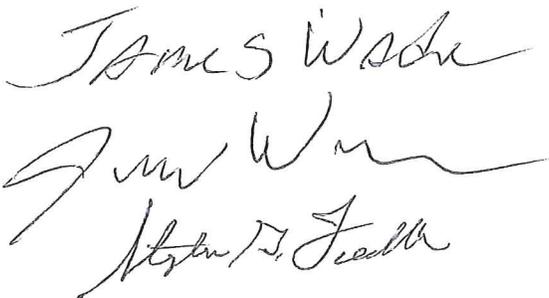
Please sent any and all correspondence to the above address and to the email

Johnmichaelsims@yahoo.com.

Thank you,



John M. Sims GP





AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: January 14, 2013

Department: Fire Department

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: A-Chief Brancato

Attachments:
1. Fire Department list of proposed surplus
Agenda Item / Topic:
ITEM 2. DISCUSSION/ACTION – Consider the declaration of surplus property and authorize its sale.
Discussion / Justification:
Assistant Fire Chief Brancato has checked inventory and identified retired and obsolete equipment. He first offered it to other City departments, and now is looking to dispose of what is left.
Recommendation / Staff Comments:
Staff Recommends Approval
Sample Motion(s):
"I MAKE A MOTION THAT COUNCIL DECLARES THE PRESENTED LIST OF ITEMS AS SURPLUS AND AUTHORIZE SALE OF THOSE ITEMS."

Fire Department Surplus

LOT #1

- 1) Float Pump 8hp Briggs
- 2) Rubber Boots
- 3) Cascade Tubing
- 4) 5 inch Tee
- 5) 2- 5 inch Cap
- 6) Compress Air Unit
- 7) Thumper with Stretcher
- 8) 1.5 coupling
- 9) 2- Drop Tank fittings
- 10) 2.5 water curtain
- 11) 4 inch cap
- 12) File Cabinet

LOT#2

- 1) Float Pump with Float
- 2) Strainer
- 3) Water Curtain
- 4) 2-Drop Tank fittings
- 5) Red Line Hose Roller
- 6) Leather boots
- 7) Adult traction splint
- 8) Forestry Hose
- 9) Rubber Boots
- 10) Ladder Rack Assembly
- 11) File Cabinet

LOT#3

- 1) Traction splint

- 2) Honda Power Plant
- 3) Briggs Power Plant
- 4) 2-Safety Arms
- 5) 3 Pair rubber boots
- 6) Dump Valve
- 7) Butterfly Valve
- 8) File Cabinet

LOT#4

- 1) Stretcher
- 2) 3 Pair rubber boots
- 3) Hose Clamp
- 4) Hose Jacket
- 5) 25 foot of 5 inch fill hose
- 6) Generac Generator 4000
- 7) Manifold

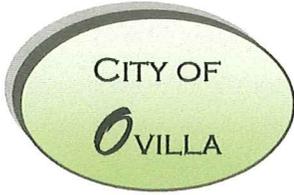
Lot#5

- 1) Traction Splint
- 2) Mobile O2 carrier
- 3) Titan generator 7500w
- 4) Stretcher
- 5) 2 pair rubber boots
- 6) SCBA bottle fill tube
- 7) Projector
- 8) Box of Misc Radios
- 9) Radio shack TRS 80
- 10) Metal Hose Bed
- 11) Filing Cabinet

LOT 6

- 1) Light Bar
- 2) 3- Halogen Lights
- 3) 2- Butterfly Valve

- 4) 3- small gas cans
- 5) 3- EMS Bags
- 6) Bag of plug and wedges
- 7) 2- EMS Boxes
- 8) 1- bag of video equipment
- 9) Ground Monitor
- 10) 4 drawer fire resistant file cabinet
- 11) 10 ft of 5 inch fill hose
- 12) 2- TV stands
- 13) File cabinet
- 14) Manikin Arm



Villa City Council

AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: January 14, 2013

Department: Fire Department

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: A-Chief Brancato

Attachments:
1. Copy of Code, Chapter 1, Section 1.06, Abandoned, Seized & Surplus Property
Agenda Item / Topic:
ITEM 3. DISCUSSION/ACTION – Consider and authorize an alternate method of sale and/or disposal of surplus property declared under Item 2.
Discussion / Justification:
Many items may be hard to sell or only have value as scrap.
Recommendation / Staff Comments:
Staff recommends approval
Sample Motion(s):
“I MAKE A MOTION THAT COUNCIL AUTHORIZES . . .”

ARTICLE 1.06 ABANDONED, SEIZED AND SURPLUS PROPERTY**Sec. 1.06.001 Sale authorized**

All abandoned, stolen, recovered, or surplus property of every kind which shall remain unclaimed with the city for a period of at least six (6) months without being claimed or reclaimed by the owners, whether known or not, or is surplus property of the city may be sold at public auction. However, these provisions do not apply to motor vehicles, outboard motors, motorboats and other vessels as defined in V.T.C.A., Health and Safety Code, section 365.011, of the Texas Litter Abatement Act; to beer, whisky, or wine; to property being held as evidence in a pending case; or when a magistrate orders destruction of the property. (1989 Code, ch. 1, sec. 14.01)

Sec. 1.06.002 Notice of unclaimed or abandoned property; holding period

(a) The mayor shall give notice to the owner of any personal property that remains unclaimed for thirty (30) days. If the owner is known, notice shall be given by certified mail to the last known address of the owner of the property and include a description of the property, the name and address where the property may be redeemed, and a statement indicating that, if the owner does not claim the property within six (6) months from the date of the notice, the property will be sold. If the owner is unknown or the owner's address is unknown, then the mayor shall publish a notice of the description of the property, the name of the owner, if known, and where the property can be redeemed. If the property is not claimed within six (6) months from the date the notice is published, it may be sold.

(b) No holding period is required for surplus or salvage property owned by the city.

(1989 Code, ch. 1, sec. 14.02)

Sec. 1.06.003 Trade-in of surplus property

In lieu of selling surplus property of the city, the mayor may offer the property as a trade-in for new property as he considers to be in the best interest of the city. (1989 Code, ch. 1, sec. 14.03)

Sec. 1.06.004 Public auction of unclaimed and surplus property

(a) Before selling any unclaimed or surplus property, the mayor shall post two notices of the sale, one at the county courthouse and the other at city hall, and shall cause a copy of the notice of public sale to be published in the official newspaper of the city at least twenty-one (21) days before the date of the sale. The notice of the sale shall describe the property, and designate the time, date, and place of sale.

(b) The mayor, or such person as may be designated by him, shall conduct the public auction, at which such property is to be sold to the highest bidder. An accurate statement of each piece of property sold, the sale price, and the name and address of the bidder shall also be kept. He shall provide a copy of such report to the city secretary as soon as possible after the close of sale. A bill of sale of the property shall be executed by the city to the purchaser.

(c) The city council may authorize an alternate method of sale or transfer of property.

(1989 Code, ch. 1, sec. 14.04)

Sec. 1.06.005 Deposit of proceeds of sale

All funds received on account of such auction shall be delivered to the city secretary, who shall, after deducting any costs of the sale, deposit the proceeds of the sale in the general fund of the city. (1989 Code, ch. 1, sec. 14.05)

Sec. 1.06.006 Worthless property

Any property which has been listed and offered for sale under the provisions of this article and for which no price or sum has been offered, if deemed in the opinion of the mayor to be worthless and without value, shall be disposed of in such manner as he shall prescribe. A written description of all property destroyed or disposed of as worthless or without value shall be filed with the city secretary, together with the date and manner of disposal. (1989 Code, ch. 1, sec. 14.06)

Sec. 1.06.007 Disposition of controlled substances

All controlled substances, marijuana, drug paraphernalia and money seized by the police department shall be taken into custody and disposed of in accordance with V.T.C.A., Health & Safety Code, sections 481.159–481.160. (1989 Code, ch. 1, sec. 14.07)

Sec. 1.06.008 Disposition of abandoned, stolen or recovered firearms and weapons

(a) All abandoned, stolen, or recovered firearms or other weapons and ammunition that has remained unclaimed or unidentified by the rightful owner thereof for a period of sixty (60) days, and which are not being held as evidence [in a] pending case filed by record, shall be destroyed by a police officer in the presence of the mayor and/or police chief. Before any such firearms or weapons shall be destroyed, any case numbers, make, model, type, and serial numbers, if available, shall be prepared and kept on record along with the scheduled time, date, place, and manner of destruction.

(b) However, any handguns, rifles, and/or shotguns that have been classified as antiques or collector’s items as may be determined by the police chief or by a firearms expert selected by the police chief can be sold in the public interest to any person holding a federal firearms license, provided that their sale is not restricted by law and that such handguns are not so-called “Saturday night specials.”

(c) In addition, any weapon or ammunition that the police chief has determined to be serviceable or usable may be kept for use by the police department.

(1989 Code, ch. 1, sec. 14.08)

Sec. 1.06.009 Disposition of seized weapons

Weapons seized in connection with an offense involving the use of a weapon or an offense committed under chapter 46 of the Penal Code shall be kept by the police department [and] shall be disposed of in the manner as ordered by a magistrate. (1989 Code, ch. 1, sec. 14.09)



Ovilla City Council

AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: January 14, 2013

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:	
1. Proposed Ordinance	
Agenda Item / Topic:	
ITEM 4.	DISCUSSION/ACTION – Consider proposed Ordinance 2013-002, in accordance with Chapter 1, Section 1.02.002 of the Ovilla Code of Ordinances, declaring an official city newspaper.
Discussion / Justification:	
The Waxahachie Daily Light has maintained consistent, reliable and professional working relations with Ovilla, as well as a representative present at most meetings.	
Recommendation / Staff Comments:	
Staff recommends adoption of proposed ordinance.	
Sample Motion(s):	
“I MAKE A MOTION THAT COUNCIL APPROVES AND ADOPTS ORDINANCE 2013-002 DECLARING THE WAXAHACHIE DAILY LIGHT AS THE CITY’S OFFICIAL NEWSPAPER, EFFECTIVE THIS DATE.”	

ORDINANCE 2013-002

AN ORDINANCE OF THE CITY OF OVILLA, TEXAS AMENDING CHAPTER 1, SECTION 1.02.002 OF THE CODE OF ORDINANCES DECLARING AN OFFICIAL CITY NEWSPAPER AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City of Ovilla is a type A general law municipality located in Ellis and Dallas Counties, created in accordance with the provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, section 52.004 Texas Local Government Code requires the governing body of a municipality to determine, by ordinance or resolution, which public newspaper shall be the municipality's official newspaper.

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

SECTION ONE

That Chapter 1, Section 1.02.002 of the Code of Ordinances, City of Ovilla, Texas is hereby amended to read as follows:

The **WAXAHACHIE DAILY LIGHT**, a daily newspaper, is hereby declared the official newspaper of the City of Ovilla, for required publications by the City.

SECTION TWO

This ordinance shall be in full force and effect from and after its passage, and it is so ordained.

PASSED AND APPROVED on the 14th day of January 2013.

Tom Leverentz, Mayor

Attest

Pamela Woodall, City Secretary



Ovilla City Council

AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: January 14, 2013

Department: Fire Department

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: A-Chief Brancato

Attachments:
1. Proposed contract
Agenda Item / Topic:
ITEM 5. DISCUSSION/ACTION – Consider approval of a Five-Year Contractual Agreement with ACS, Inc. for Firehouse software.
Discussion / Justification:
Ovilla has been using Firehouse Software since 1999. The agreement invoices annually. ACS, Inc. is the only provider of the Firehouse software. The annual costs increased when the iPads were purchased and integrated in the mobile software. This agreement includes a yearly subscription and upgrades (when applicable).
Recommendation / Staff Comments:
Staff recommends approval.
Sample Motion(s):
“I MAKE A MOTION THAT COUNCIL APPROVES / DENIES THE FIVE-YEAR CONTRACTUAL AGREEMENT WITH ACS, INC. AS PRESENTED.”

Dept Name: Ovilla Fire Department
Dept Address: 105 S Cockrell Hill Road #1
Dept City, State, Zip: Ovilla, TX 75154
Primary Contact: Phillip Brancato
Title: Asst Chief

Billing Contact: Phillip Brancato
Billing Address: 105 S Cockrell Hill Road #1
Billing City, State, Zip: Ovilla, TX 75154

Current FH Customer: Yes No
Current FH Install: Standard Enterprise
Version Number: 7.12.17

IT Contact: John Binford
Full Name: John Binford
Primary Phone: (214) 280-7863
Cell Phone: (214) 280-7863
Email address: jbinford@redoaktx.org

Emergency Contact: Phillip Brancato
Full Name: Phillip Brancato
Primary Phone: (972) 617-7375
Cell Phone: (214) 802-8802
Email address: pbrancato@cityofovilla.org

Contract Terms: **Year(s):** 5 **Start Date:** 02/01/2013 **End Date:** 02/01/2018

Price: **Year 1:** \$2,380.54 **Year 2:** \$2,380.54 **Year 3:** \$2,380.54 **Year 4:** \$2,380.54 **Year 5:** \$2,380.54

Number of Users: 2

<u>Modules</u>	<u>Yes or No</u>
Incident Module	<u>Yes</u>
EMS Module	<u>Yes</u>
Staff	<u>Yes</u>
Training and Certifications	<u>Yes</u>
Occupancy Management Module	<u>Yes</u>
Inventory Management Module	<u>Yes</u>
Hydrant Module	<u>Yes</u>
Staff Scheduling	<u>NO</u>
Accounts Receivable	<u>NO</u>
FH Sketch	<u>NO</u>
CAD Monitor	<u>Yes</u>
VPN connection required for CAD data	<u>NO</u>
Transfers	<u>NO</u>

information of ACS which ACS regards as confidential. However, ACS shall not be required to keep confidential any information which: (i) is or becomes publicly available; (ii) is already in ACS' possession; (iii) is independently developed by ACS outside the scope of this Agreement; or (iv) is rightfully obtained from third parties. In addition, ACS shall not be required to keep confidential any ideas, concepts, methodologies, inventions, discoveries, developments, improvements, know-how or techniques developed by ACS in the course of its services hereunder.

5.2 ACS Confidential Information

Customer agrees that ACS' methodologies, tools, concepts, know-how, structures, techniques, inventions, developments, processes, discoveries, improvements, proprietary data and software programs, and any other information identified as proprietary or confidential by ACS, which may be disclosed to the Customer, are confidential and proprietary information ("ACS Confidential Information"). With respect to ACS Confidential Information, the Customer shall keep such information confidential by using the same degree of care and discretion that it uses with similar information of its own which Customer regards as confidential. However, Customer shall not be required to keep confidential any information which: (i) is or becomes publicly available; (ii) is already in Customer's possession; (iii) is independently developed by the Customer outside the scope of this Agreement and without any reliance on ACS Confidential Information; or (iv) is rightfully obtained from third parties.

5.3 Use of Confidential Information

ACS and Customer shall use each other's confidential information only for the purposes of this Agreement and shall not disclose such confidential information to any third party, other than as set forth herein, or to each other's employees, ACS' permitted subcontractors, or Customer's permitted consultants on a need-to-know basis, without the other Party's prior written consent.

6.0 INTELLECTUAL PROPERTY RIGHTS

6.1 Customer Content

All data created or transmitted by Customer and stored on ACS servers as part of the Services ("Customer Data") shall at all times be owned by Customer. ACS shall not own or have any interest rights in the Customer Data. Except as instructed by Customer directly or indirectly through instructions provided to the servers through Customer's use of the ACS Software, ACS shall treat Customer Data as Customer Confidential Information. ACS will upon (i) request of Customer at any time, and (ii) the cessation of all Termination/Expiration Assistance, promptly return to Customer, in the format and on the media in use as of the date of the request, all or any requested portion of the Customer Data. Archival tapes containing any Customer Data will be used by ACS solely for back-up purposes. Any conversion of data for porting to other applications will not be provided under this contract.

6.2 Proprietary Rights of ACS

All materials, including but not limited to any computer software (in object code and source code form), data or information developed or provided by ACS or its suppliers under this Agreement, and any know-how, methodologies, equipment, or processes used by ACS to provide the Services to Customer, including, without limitation, all copyrights, trademarks, patents, trade secrets, and any other proprietary rights inherent therein and appurtenant thereto (collectively "ACS Materials") shall remain the sole and

exclusive property of ACS or its suppliers. Customer acknowledges and agrees that ACS is in the business of designing and hosting Web-based applications and ACS shall have the right to provide services to third parties which are the same or similar to the Services and to use any ACS Materials providing such services.

6.3 License Grant

ACS grants Customer a non-exclusive license throughout the Term to perform, display, transmit, participate in the transfer of Customer Data and otherwise use the ACS Materials for the purposes of performing this Agreement. Customer shall have no residual rights to the ACS Materials beyond the term of this Agreement. Customer grants ACS the right to maintain administrative access to the Customer Data during the Term for purposes of performing this Agreement.

7.0 INSURANCE; RISK OF LOSS

7.1 Required Insurance Coverage

Throughout the Term, ACS shall, at its own expense, carry and maintain at least the kinds and minimum amounts of insurance listed below.

1. **Workers' Compensation Insurance:** As required by law.
2. **Commercial General Liability Insurance:** with a combined single limit for bodily injury and property damage in the amount of \$1,000,000 per occurrence and \$2,000,000 general aggregate.

ACS will furnish proof of coverage, in the form of a standard certificate of insurance, to the Customer's Procurement Officer within ten (10) days of contract execution. If any material policy changes occur during the life of contract, ACS shall provide updated proof of coverage, in the form of standard certificates of insurance, to Customer in a timely manner.

7.2 Risk of Loss

As of the effective date, each Party will be responsible for risk of loss of, and damage to, any equipment, software or other materials in its possession or under its control.

8.0 CHARGES

8.1 Charges

Subject to the other provisions of this Agreement, Customer will pay to ACS the amounts set forth in Exhibit B – Applicable Charges, attached hereto and made a part hereof. Services performed in connection with an authorized Supplemental Services Agreement (Schedule 1) may be performed either on a time and material (T&M) or fixed fee basis as specified in the SSA. The charges applicable during each renewal term will be mutually agreed to by the Parties and incorporated to this Agreement as an SSA.

8.2 Taxes

- (a) ACS will pay any sales, use, excise, value-added, services, consumption, and other taxes and duties imposed on any goods and services acquired, used or consumed by ACS in connection with the Services.
- (b) Customer will pay when due any sales, use, excise, value-added, services, consumption, or other tax imposed by any taxing jurisdiction as of the effective date on the provision of the Services or any component thereof, as the rate of such tax may change from time to time during the applicable Term. If applicable, such taxes will be in addition to the Applicable Charges listed in Exhibit B.
- (c) If any taxing jurisdiction imposes after the effective date a new sales, use, excise, value-added, services, consumption, or other tax on the provision of the Services or any component thereof, the Parties will cooperate in attempting to reduce the amount of such tax to the maximum extent feasible. Customer will be liable for any such new tax, which is imposed on the Charges for the provision of the Services, or any component thereof.

9.0 INVOICES AND PAYMENT

9.1 Invoices and Payment

ACS will issue to Customer, on an annual basis, one (1) invoice for all amounts due with respect to services to be rendered and products to be delivered in the following calendar month. Payment terms for materials and services will be as specified in Exhibit B. Each invoice will separately state all applicable charges, reimbursable expenses and taxes payable. Invoices delivered pursuant to this Section 9.1 will be due and payable within thirty (30) days after invoice issuance, unless other payment terms are mutually agreed to. All periodic charges for any partial year under this Agreement and any applicable authorized SSA shall be prorated.

Invoices shall be submitted to:

Ovilla Fire Department
105 S Cockrell Hill Road #1
Ovilla, TX 75154

Attn: Phillip Brancato

9.2 Late Payment

Any sum or credit due either Party under this Agreement that is not paid or granted on the date due will thereafter bear interest until paid or applied, as the case may be, at an annual rate of interest of 9% provided no interest will accrue during any billing dispute between the Parties.

10.0 WARRANTIES

10.1 ACS Warranties

ACS warrants that all services will be provided in a good and workmanlike manner and in accordance with generally applicable industry standards. EXCEPT AS EXPRESSLY PROVIDED IN

SECTION 10.1, ACS DOES NOT MAKE AND DISCLAIMS ANY REPRESENTATIONS OR WARRANTIES, WHETHER EXPRESS OR IMPLIED, OR ARISING BY LAW OR OTHERWISE, REGARDING THE SERVICES, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR ARISING FROM COURSE OF DEALING, COURSE OF PERFORMANCE OR USAGE IN TRADE.

10.2 Disclaimed Warranties

ACS exercises no control over, and accepts no responsibility for, the content of the information passing through ACS host computers, servers, network hubs and points of presence, or the Internet. As a convenience for Customer, ACS shall perform regular daily backup of all Customer Data. ACS shall use commercially reasonable efforts to recover any lost or corrupted data resulting from ACS negligence. Should ACS be unable to recover such lost or corrupted data, ACS' responsibility and liability for the loss of Customer Data shall be limited to restoring the data to the last required daily back up. Further, ACS and its suppliers are not liable for any temporary delay, outages or interruptions of the Services.

10.3 Customer Warranties

Customer warrants, represent and covenants to ACS that: (a) Customer will use the Services only for lawful purposes and in accordance with this Agreement; (b) all Customer content, including the Customer Data, does not and will not infringe or violate any right of any third party (including any intellectual property rights) or violate any applicable law, regulation or ordinance.

11.0 INDEMNIFICATION

ACS will protect, defend, indemnify, and save whole and harmless the Customer and all of its officers, agents, and employees from and against:

- (a) Any third party claim brought against Customer relating to the death or bodily injury, or the damage, loss or destruction of real or tangible personal property, to the extent caused by the tortious acts or omissions of ACS, its employees, contractors or agents in connection with the performance of the Services;
- (b) Any third party claim brought against Customer relating to the willful or fraudulent misconduct of ACS, its employees, contractors or agents in connection with the performance of the Services;
- (c) Any third party claim brought against Customer relating to an actual infringement of any United State's patent, copyright, or any actual trade secret disclosure, by ACS, its employees, contractors or agents in connection with the performance of the Services.

ACS will have a right of contribution from Customer with respect to any claim to the extent Customer is responsible for contributing to the alleged injury.

12.0 LIMITATION OF LIABILITY

12.1 Limit on Types of Damages Recoverable

NOTWITHSTANDING ANYTHING TO THE CONTRARY ELSEWHERE IN THIS AGREEMENT, NEITHER PARTY SHALL BE LIABLE FOR INDIRECT, CONSEQUENTIAL, EXEMPLARY OR PUNITIVE DAMAGES, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT OR OTHERWISE, AND EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

12.2 Limit on Amount of Direct Damages Recoverable

EACH PARTY'S TOTAL CUMULATIVE, AGGREGATE LIABILITY TO THE OTHER FOR ANY AND ALL ACTIONS, WHETHER IN CONTRACT, TORT, OR OTHERWISE, WILL NOT EXCEED AN AMOUNT EQUAL TO THE U.S. DOLLAR EQUIVALENT OF THE TOTAL AMOUNT OF SERVICES PURCHASED BY THE CUSTOMER PURSUANT TO THIS AGREEMENT DURING THE TWELVE (12) MONTH PERIOD IMMEDIATELY PRECEDING THE DATE EITHER PARTY IS NOTIFIED BY THE OTHER OF ANY CLAIM. THIS LIMITATION WILL NOT APPLY TO ANY FEES OR CHARGES PAYABLE BY CUSTOMER UNDER THE AGREEMENT.

12.3 Force Majeure

- (a) Neither Party will be liable for any failure or delay in the performance of its obligations under this Agreement, if any, to the extent such failure is caused, directly or indirectly, without fault by such Party, by: fire, flood, earthquake, elements of nature or acts of God; labor disruptions or strikes; acts of war, terrorism, riots, civil disorders, rebellions or revolutions; quarantines, embargoes and other similar governmental action; or any other cause beyond the reasonable control of such Party. Events meeting the criteria set forth above are referred to collectively as "Force Majeure Events."
- (b) Upon the occurrence of a Force Majeure Event, the non-performing Party will be excused from any further performance or observance of the affected obligation(s) for as long as such circumstances prevail and such Party continues to attempt to recommence performance or observance whenever and to whatever extent possible without delay. Any Party so delayed in its performance will immediately notify the other by telephone or by the most timely means otherwise available (to be confirmed in writing within five (5) Business Days of the inception of such delay) and describe in reasonable detail the circumstances causing such delay.

12.4 Actions of Other Party or Third Parties

Neither Party shall be liable for any failure or delay in performance under this Agreement (other than for delay in the payment of money due and payable hereunder) to the extent said failures or delays are proximately caused by causes beyond that Party's reasonable control and occurring without its fault or negligence, including, without limitation, failures caused by the other Party or by third party suppliers, subcontractors, and carriers. The Party experiencing the difficulty shall give the other prompt written notice, with full details following the occurrence of the cause relied upon.

13.0 TERMINATION

13.1 Termination for Cause

- (a) Customer will have the option, but not the obligation, to terminate this Agreement for Cause for any material breach of the Agreement by ACS that is not cured by ACS within thirty (30) days of the date on which ACS receives Customer's written notice of such breach, or if a cure can not reasonably be fully completed within 30 days, a later date, provided ACS has provided a plan acceptable to Customer for such cure. Customer will exercise its termination option by delivering to ACS written notice of such termination identifying the scope of the termination and the termination date.
- (b) ACS will have the option, but not the obligation, to terminate this Agreement if Customer fails to pay when due undisputed amounts owed to ACS, and Customer fails to cure such failure within sixty (60) days after receipt from ACS of written notice from ACS.

13.2 Effect of Termination

Termination of this Agreement for any reason under this Section 13.0 will not affect (i) any liabilities or obligations of either Party arising before such termination or out of the events causing such termination, or (ii) any damages or other remedies to which a Party may be entitled under this Agreement, at law or in equity, arising from any breaches of such liabilities or obligations.

14.0 APPLICABLE LAW, JURISDICTION, VENUE, AND REMEDIES

14.1 Applicable Law

All questions concerning the validity, interpretation and performance of this Agreement will be governed by and decided in accordance with the laws of the State of New York.

14.2 Jurisdiction and Venue

The Parties hereby submit and consent to the exclusive jurisdiction of any state or federal court located in State of New York and irrevocably agree that all actions or proceedings relating to this Agreement, will be litigated in such courts, and each of the Parties waives any objection which it may have based on improper venue or *forum non conveniens* to the conduct of any such action or proceeding in such court.

14.3 Equitable Remedies

The Parties agree that in the event of any breach or threatened breach of any provision of this Agreement concerning (i) Confidential Information, or (ii) other matters for which equitable rights may be granted, money damages would be an inadequate remedy. Accordingly, such provisions may be enforced by the preliminary or permanent, mandatory or prohibitory injunction or other order of a court of competent jurisdiction.

15.0 MISCELLANEOUS

15.1 Customer Provided Resources and Technical Working Environment

Customer shall provide ACS resources with reasonable access to Customer facilities, as well as secure storage areas for materials, equipment and tools. Other specific resource needs may be identified following contract award and will be commensurate with the level of effort required under the Statement of Work.

15.2 Binding Nature and Assignment

Neither Party may assign, voluntarily or by operation of law, any of its rights or obligations under this Agreement without the prior written consent of the other Party; provided, that either may assign its rights and obligations under this Agreement to an affiliate, or to an entity which acquires all or substantially all of the assets or voting stock of that Party if such Affiliate or entity can demonstrate to the reasonable satisfaction of the other Party that it has the ability to fulfill the obligations of the assigning Party under this Agreement (and in the case of assignment by Customer, such third party agrees to pay any charges imposed by third parties relating to such assignments). No assignment by a Party will relieve such Party of its rights and obligations under this Agreement. Subject to the foregoing, this Agreement will be binding on the Parties and their respective successors and assigns.

15.3 Amendment and Waiver

No supplement, modification, amendment or waiver of this Agreement will be binding unless executed in writing by the Party against whom enforcement of such supplement, modification, amendment or waiver is sought. No waiver of any of the provisions of this Agreement will constitute a waiver of any other provision (whether or not similar) nor will such waiver constitute a continuing waiver unless otherwise expressly provided.

15.4 Further Assurances; Consents and Approvals

Each Party will provide such further documents or instruments required by the other Party as may be reasonably necessary or desirable to give effect to this Agreement and to carry out its provisions. Whenever this Agreement requires or contemplates any action, consent or approval, such Party will act reasonably and in good faith and (unless the Agreement expressly allows exercise of a Party's sole discretion) will not unreasonably withhold or delay such action, consent or approval.

15.5 Severability

Any provision in this Agreement which is prohibited or unenforceable in any jurisdiction will, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions or affecting the validity or enforceability of such provision in any other jurisdiction.

15.6 Entire Agreement

This Agreement, including the Exhibits thereto, constitute the entire agreement between the Parties pertaining to the subject matter hereof and supersede all prior and contemporaneous agreements, understandings, negotiations and discussions, whether oral or written, of the Parties pertaining to the subject matter hereof.

15.7 Notices

Any notice, demand or other communication required or permitted to be given under this Agreement will be in writing and will be deemed delivered to a Party (i) when delivered by hand or courier, (ii) when sent by confirmed facsimile with a copy sent by another means specified in this Section 15.7, or (iii) six (6) days after the date of mailing if mailed by United States certified mail, return receipt requested, postage prepaid, in each case to the address of such Party set forth below (or at such other address as the Party may from time to time specify by notice delivered in the foregoing manner):

If to Customer, to:

Ovilla Fire Department
105 S Cockrell Hill Road #1
Ovilla, TX 75154

Attn: Phillip Brancato

If to ACS, to:

ACS Government Systems, Inc.
2900 100th Street, Suite 309
Urbandale, IA 50322

Attn: Accounts Manager

15.8 Survival

Any provision of this Agreement which contemplates performance or observance subsequent to any termination or expiration of this Agreement, will survive expiration or termination of this Agreement.

15.9 Independent Contractors & Use of Subcontractors

ACS will perform its obligations under this Agreement as an independent contractor of Customer. Nothing in this Agreement will be deemed to constitute ACS and Customer as partners, joint venturers, or principal and agent. ACS has no authority to represent Customer as to any matters, except as expressly authorized in this Agreement or in an authorized Supplemental Service Agreement. ACS has the right to use, if appropriate, qualified third party vendors.

15.10 Counterparts

This Agreement may be executed in one or more counterparts, each of which will be deemed an original but all of which taken together will constitute one and the same instrument.

IN WITNESS WHEREOF the Parties have executed this Agreement as of the day and year first above written.

Ovilla Fire Department

By: _____

Name: _____

Title: _____

Date: _____

ACS GOVERNMENT SYSTEMS, INC.

By: _____

Name: _____

Title: _____

Date: _____

Exhibit A
Statement of Work

This Statement of Work describes the application hosting services that ACS will provide to Customer in connection with this Agreement. Should additional services be required beyond or not defined in the scope of this Agreement, Customer and ACS may enter into a Supplemental Services Agreement as further described in Section 4.0 of the Agreement, subject to required Customer approvals.

1.0 Application Software and Related Services

A key element of this Statement of Work is to provide Customer during the term of the Agreement with licensed access to web version of FIREHOUSE Software Version 7 or above for use in the daily operation of their agency.

1.1 FIREHOUSE Software Application

ACS will provide Customer with access to the Applications and modules set forth in Exhibit B during the term of the Agreement, including FIREHOUSE Software Web Version 7 or above.

1.2 Key Assumptions Concerning Software

- ACS Software, subject matter experts and network services staff are available on a daily basis from 7:00 am to 6:00 pm (CST), Monday through Friday (except ACS holidays) via a toll-free support number.
- The above listed applications will be available and licensed for up to 2 concurrent users purchased by the Customer. Access to these applications will be provided during the Term of the Agreement, and via a browser based secure connectivity to an ACS Data Center facility where all programs and data will be securely stored and accessible.
- All access to the Services shall be controlled by user names and passwords issued by ACS to Customer from time to time upon request by Customer. Each user name and password will be unique to each staff member that Customer designates is authorized to access the Services. Customer is solely responsible for the security of the user names and passwords issued to Customer's staff members. Any access to the Services using such user names and passwords will be deemed access by Customer.
- All standard software upgrades will be provided to Customer at no additional charge during the term of the Agreement. Upgrades are implemented at ACS' discretion in accordance with ACS' standard general release schedule for upgrades.
- Subject to the clarification contained in the following sentence, Software will be modified for "mandated" State & Federal functional requirements that must be handled by or within the ACS FIREHOUSE Software Application. These mandated modifications / enhancements will be provided by ACS as long as they can reasonably be integrated into the base system architecture. At ACS' discretion, if the requirements are such that they cause major modification to either data structure or the systems base process flow architecture, then ACS will inform the Customer of

options, which may include additional cost, over and above the costs associated with this agreement.

- ACS data center personnel will physically handle and coordinate all software upgrades for any ACS directed base application enhancements or upgrades.
- In certain circumstances and/or to provide specific functionality, ACS may utilize third party application software in conjunction with its own ACS created software. In these instances, ACS will inform the Customer of this third party relationship. ACS will secure all necessary third party software licenses required to ensure proper and legal use by Customer during the Term in accordance with the Agreement.
- Unless otherwise specifically set forth in this Agreement, ACS shall have no responsibility for the correctness, performance or underlying program code relating to third party software (not developed by ACS) used in connection with the Services. However, the ACS Account Manager, as part of this Agreement, will act as a liaison to the appropriate third party vendor/s when problems or concerns arise.

2.0 Hardware & Systems Accessibility

ACS Owned Equipment & Software

- Customer understands that all software applications identified in Section 3 above will be hosted on ACS-owned remote data center computers. ACS will maintain a remote and highly secure data center where appropriate computer processing and wide-area network capabilities are located to serve Customer applications listed in this Agreement. Response times experienced by authorized users within Customer site will be maintained at commercially reasonable levels to accomplish the application and functional tasks set forth herein. Response time will be monitored and tuned by ACS data center operations staff on ACS controlled network links as needed. ACS is not responsible for network performance on network segments outside of ACS control.
- If specific hardware is provided to the customer to connect Customer Local Area Network to ACS data center, it will be properly maintained by ACS. Any maintenance or upgrade needed to this equipment, to meet the deliverables of this agreement, will be the responsibility of ACS.
- Customer will provide a safe, secure, and adequate environment to house necessary ACS owned equipment. Customer will inform ACS if/when these items are damaged or not operating properly.
- ACS will be responsible for the repair or replacement of ACS owned equipment if/when it is deemed not operating properly. ACS owned equipment that is deemed not operating properly, will be repaired or replaced within two (2) business days of ACS being notified of failure.
- The following equipment and software, if any, will be provided to the Customer for use as part of this Agreement. The equipment and software will be owned by ACS, but will be located at a Customer facility. Customer will be responsible for the risk of loss or damage to the equipment and software located at its facility for as long as such equipment and software is within its care, custody or control. ACS will be responsible for providing standard manufacturer maintenance coverage for all equipment supplied as part of this paragraph. ACS will also be responsible for

all shipment costs (both at the time of installation and at the time of retrieval). ACS will have no obligation to refresh the equipment or software in the absence of a contract amendment.

DESCRIPTION	MODEL	QUANTITY	MAINTENANCE
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Not Applicable

Customer Owned Equipment

- All required hardware, communication infrastructure, and related software will be the responsibility of the Customer.
- Customer will be responsible for maintaining or renewing any hardware maintenance agreements for their own equipment and at their own discretion.
- It is understood and agreed by ACS and Customer that the ACS services and equipment will integrate and connect to Customer equipment and/or network backbone, as a part of Customer’s internal infrastructure.
- During the term of this Agreement, any upgrades, changes or additions to Customer owned equipment, or network environment that affects the connectivity, with ACS equipment or communication infrastructure, must be reviewed and approved by ACS. These upgrades, if approved, will be at Customer’s expense unless otherwise mutually decided. If the Customer changes inhibit ACS’ ability to provide the services of this Agreement, ACS will work with the Customer on a best effort basis to resolve the underlying technical issues. However, if through these efforts a correction is not available, the Customer will be responsible to restore their environment to previous levels of service delivery.
- During the term of this Agreement, any expenses for maintenance, replacement, or repair, of Customer owned equipment or software will be at expense of Customer.

3.0 Customer Data

- All data collected on tape or hard copy, or residing on ACS data center computers supplied by Customer to be utilized by ACS in the computer system data base to provide services herein, will remain the property of Customer, and no use will be made thereof beyond that listed in the Agreement, without written permission of Customer.
- ACS will upon request of Customer at any time promptly return to Customer, in either text or Firehouse database format at Customer’s option, all or any requested portion of the Customer Data. Any conversion of data for porting to other applications, including conversion to spreadsheet format, will not be provided under this contract. ACS may at its sole discretion provide such conversion pursuant to further negotiations with Customer, including negotiations regarding price.

- All Customer data located on ACS computers in ACS Data Center/s will be backed up routinely, professionally and daily and stored in secure off-site locations; retrievable by ACS for Customer for any contingencies.
- ACS shall be authorized to view and use all reports, data, or other material prepared by it for the Customer under this Agreement, but shall not disclose, nor permit disclosure of, any information designated by Customer as confidential, except authorized recipients as specifically and in writing designated by Customer.

4.0 Professional Support Services

- ACS Software, subject matter expert and Network Services staff will be available daily from 7:00 am to 6:00 pm (CST), Monday through Friday (other than ACS holidays) via toll free 800 support number. Call-back time from ACS support will average at or under 1 hour.
- All monitoring of the ACS Wide Area Network communications environment and continuous operations, ACS remote data Center operations and security, and secure back-ups and remote storage of Customer Data will be responsibility of ACS.
- There will be no on-site visits by ACS staff on Customer locations. Should Customer request such visits for any reason, ACS will be entitled to compensation for the hours worked (as well as reasonable travel time), as well as reimbursement for travel and living expenses. Services will be billable at the then current ACS labor rate, but not initiated without the written consent of Customer.
- Troubleshooting, repair, and replacement of ACS provided equipment listed in section 2.0 above. Note: The removal of Spyware, Adware, Data Mining, and other infections are outside the scope of these support services and may incur standard time/material support charges. Customer will not incur any additional charges without prior written approval.

5.0 Customer Responsibilities

While ACS will provide the account management, staffing, and computer hardware and software resources to provide the required services, Customer agrees to provide the following resources to support this effort:

- Identify the Customer Contract Administrator who will be the main contact for the ACS Account Manager, for all service delivery issues.
- Identify Customer personnel in each department that can be the key contacts for the ACS support team with regard to the specific software applications and functions related to the ACS services.
- Customer is responsible for and controls all security on its internal Local Area Network/s, central computing, and desktop computing environments.

- Customer is responsible for all support services (technical and user) on its owned and internal LAN, other WAN connections outside of ACS WAN, Central Computing, and desktop computing environments.
- Customer will provide, and is responsible for, the internal infrastructure necessary to allow ACS to establish secure electronic communications and access to and from the ACS remote data center.
- Customer is responsible for all Customer owned or purchased equipment set-up and integration into their own desktop or network environment.
- Customer shall, at its sole expense, at all times during the term of this Agreement, protect ACS owned materials and/or equipment, which are located on Customer site, from deterioration other than normal wear and tear. Customer shall not use the ACS owned items located on Customer premises for any purposes other than those for which they were designed hereunder. Customer shall bear the risk of loss or damage from fire, the elements, theft or otherwise from the time of and after the delivery of the items to the Customer's delivery address.
- Customer will not move any ACS owned items or permit them to be moved from the original installation address without ACS' prior written consent. Upon the request of ACS, Customer shall make the materials available to ACS during regular business hours for inspection at the place where it is normally located and shall make Customer's records pertaining to the materials available to ACS for inspection.
- Except where the Parties mutually agree to extend the term of the Agreement past the initial term or any successive renewal period, upon termination (by expiration or otherwise) of this Agreement, Customer shall, pursuant to ACS' instructions and at Customer's expense, return the materials and any documentation or other tangible manifestation of the materials to ACS in the same operating order, repair, condition and appearance as when received, except for normal wear and tear. Customer shall return the materials to ACS at its address set forth herein or at such other address within the United States as directed by ACS.
- Customer shall not, without the prior written consent of ACS, affix or install any accessory, equipment or device to any ACS owned items which are located on the Customer site, which may either impair the originally intended function or that cannot be readily removed without causing material damages. The Customer will not, without the prior written consent of ACS and subject to such conditions as ACS may impose for its protection, affix these items to any real property if, as a result thereof, such materials will become a permanent fixture under applicable law.

Exhibit B
Applicable Charges

1.0 Based Yearly Fee

Customer shall pay ACS an annual fee as outlined below for 5 years for services starting on 02/01/2013 and ending on 02/01/2018.

Services will be invoiced in advance at the start of the service year, and payments are due on a net 30 day basis.

Payment Schedule:

	Yearly Fee
Year 1	\$2,380.54
Year 2	\$2,380.54
Year 3	\$2,380.54
Year 4	\$2,380.54
Year 5	\$2,380.54

Modules and Concurrent Users

Customer shall have the following concurrent user access: 2

The following Firehouse Modules will be available to the customer:

MODULES	Yes or No
Incident Module	Yes
EMS Module	Yes
Staff	Yes
Training and Certifications	Yes
Occupancy Management Module	Yes
Inventory Management Module	Yes
Hydrant Module	Yes
Staff Scheduling	NO
Accounts Receivable	NO
FH Sketch	NO
CAD Monitor	Yes
VPN connection required for CAD data transfers	NO

2.0 Other ACS Services

Services provided to Customer by ACS, that are beyond the scope of this Agreement, or are in addition to or supplemental to the scope of this Agreement, will be provided at the then current ACS labor rate during the Term. The ACS Account Manager will always obtain prior approval from Customer on the nature of the services, personnel assigned and estimated time and expenses to be incurred. All such services will be performed in accordance with a fully executed Supplemental Service Agreement (Schedule 1).

Pricing Assumptions:

- Except as otherwise set forth herein, travel, lodging, meals and incidental expenses for ACS staff that are directly related to performing the specific deliverables of this Agreement will be the responsibility of ACS.
- Any other “expenses” that fall outside the deliverables of this Agreement will be the responsibility of Customer. The ACS Account Manager will establish an approval process by Customer prior to incurring the expense.

AGREEMENT FOR APPLICATION HOSTING AND TECHNOLOGY SUPPORT SERVICES

This Agreement for Application Hosting and Technology Support Services (hereinafter the “Agreement”) is entered into by and between Ovilla Fire Department with offices located at 105 S Cockrell Hill Road #1 Ovilla, TX 75154 (hereinafter “Customer”), and ACS GOVERNMENT SYSTEMS, INC. with offices located at 8260 Willow Oaks Corporate Drive, Fairfax, VA 22031 (hereinafter “ACS”), referred to individually as Party and collectively as Parties

1.0 BACKGROUND AND OBJECTIVES

This Agreement is entered into in connection with Customer’s decision to engage ACS to provide certain information technology hosting and support services related to Customer’s business operations. This Agreement and the Exhibits set forth all terms and conditions governing the relationship between ACS and Customer.

2.0 TERM

The term of this Agreement (the “Term”) will be for 5 years, from 02/01/2013 to 02/01/2018 , unless earlier terminated or renewed in accordance with the provisions of this Agreement.

3.0 SERVICES

ACS shall provide all services, personnel, materials, equipment, and tools (hereinafter jointly referred to as the “Services”) as set forth in Exhibit A – Statement of Work, attached hereto and made a part hereof. The Statement of Work constitutes the minimum quantity and level of services and deliverables to be provided in connection with this Agreement. Supplemental services may be procured by Customer in accordance with 4.0 hereof.

4.0 SUPPLEMENTAL SERVICES

Any effort, which does not fall within the Statement of Work set forth in Exhibit A, will be subject to the change order process. ACS will be responsible for assisting Customer in defining, documenting and quantifying the change order. A detailed change order proposal will be prepared by ACS and submitted to Customer for its review and approval. Customer will be responsible for timely turnaround of a decision on the approval of the change order request. All terms and conditions of the change order proposal (including any applicable payment terms) will be incorporated into a Supplemental Service Agreement (“SSA”) a sample of which is annexed hereto as shown in Schedule 1. ACS will not be required to perform activities that are not specifically stated in the Statement of Work without a fully executed SSA signed by both Parties.

5.0 CONFIDENTIALITY

5.1 Customer Confidential Information

With respect to information relating to Customer’s business which is confidential and clearly so designated (“Customer Confidential Information”), ACS will instruct its personnel to keep such information confidential by using the same degree of care and discretion that they use with similar



AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: January 14, 2013

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:
1. Document of options regulating mobile food vendor operations in Ovilla
Agenda Item / Topic:
ITEM 6. DISCUSSION/ACTION – Consider and review a draft document of nonexclusive menu of options providing for mobile food vending regulations.
Discussion / Justification:
In review of Chapter 4, Section 4, Peddler and/or Solicitor, it was discovered that mobile food vendors were not defined or properly accounted. The draft ordinance is designed to insure that the mobile food vendors are sufficiently regulated and operate in a safe and nonintrusive manner within the City of Ovilla.
Recommendation / Staff Comments:
Sample Motion(s):
“I MAKE A MOTION THAT COUNCIL . . . “



AGENDA ITEM REPORT

REGULAR AGENDA

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

Meeting Date: January 14, 2013

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Attachments:	
1. Resumes / Applications	
Agenda Item / Topic:	
ITEM 7.	DISCUSSION/ACTION – Deliberate the appointment, employment and/or duties of the interim City Administrator and/or permanent City Administrator.
Discussion / Justification:	
Council will reviewed applicants' resumes and qualifications for the position.	
Recommendation / Staff Comments:	
N/A	
Sample Motion(s):	
"I MAKE A MOTION THAT COUNCIL _____."	