

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

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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.

  
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Tom Leverentz, Mayor

ATTEST:

  
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Pamela Woodall, City Secretary

**Approved January 14, 2013**

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