

City of *OVILLA* City Council Agenda

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
Jacqueline Lee, Interim City Administrator

105 S. Cockrell Hill Road, Ovilla, TX 75154

Monday, March 25, 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, March 25, 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 – led by Wolf Pack 658 Cub Scouts

II. COMMENTS, PRESENTATIONS, ANNOUNCEMENTS & REPORTS

Ovilla Service League to give report and presentation on Spaghetti Benefit Dinner

• 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

- Finance Department City Accountant S. Jungman
 - Monthly Financials
- Administration Interim City Administrator J. Lee
 - Status on RFP for refuse and recycling services
 - Pre-tax benefits
 - Possible Planning & Zoning consideration regarding hay baling

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.

- Minutes of the February 25, 2013 Regular Council Meeting
- Minutes of the March 11, 2013 Regular Council Meeting
- Minutes of the March 18, 2013 Special Council Meeting
- Staff's response regarding audit firm's management letter on reconciling utility deposits.

IV. REGULAR AGENDA

- ITEM 1. DISCUSSION/ACTION** – Consider adoption of Resolution 2013-003 naming the main city baseball field **Weldon Odell Field**, after former Mayor Weldon Odell and authorize an expenditure for a sign not to exceed \$250.

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- ITEM 2.** **DISCUSSION/ACTION** – Consider Resolution 2013-004 authorizing continued participation with the ATMOS Cities Steering Committee; and authorizing the payment of five cents per capita to fund regulatory and related activities related to ATMOS Energy Corporation.
- ITEM 3.** **DISCUSSION/ACTION** – Consider termination of the “Letter of Understanding for Consulting Services” with Randall Whiteman effective April 1, 2013.
- ITEM 4.** **DISCUSSION/ACTION** – Review the Ovilla Code of Ordinances relating to the Zoning Ordinance Sections 33.8 & 33.9, Residential Off-Street Parking and Residential Parking Development Standards.
- ITEM 5.** **DISCUSSION/ACTION** – Review the Ovilla Code of Ordinances relating to Sections 3.05.11, Fences/existing fences.
- ITEM 6.** **DISCUSSION** – Discuss and review options for maintenance on Cockrell Hill Road.
- ITEM 7.** **DISCUSSION/ACTION** – Deliberate the appointment employment, and/or duties of the interim City Administrator and/or permanent City Administrator.

V. EXECUTIVE SESSION

Closed Meeting called pursuant to Texas Government Code § 551.074 - Personnel Matters.

- ITEM 7.** **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.

VI. ADJOURNMENT

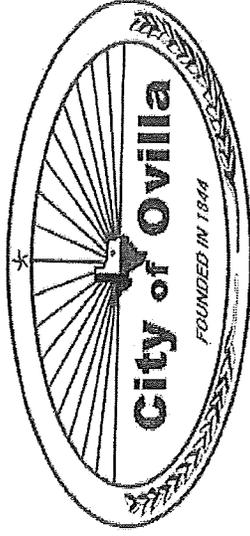
THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF the March 25, 2013, Regular City Council Agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, www.cityofovilla.org, on the 22nd day of March 2013 prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.



Pamela Woodall, City Secretary

DATE OF POSTING: 3-22-13 TIME: 11:30 am/pm
DATE TAKEN DOWN: _____ TIME: _____ am/pm

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



DATE: 03-25-13

TO: Honorable Mayor and Council Members

FROM: Sharon Jungman

**SUBJECT: Profit & Loss Budget Vs. Actual
Thru February 2013**

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--|---------|------------------|-----------|----------------|---------------------------|
| Income | | | | | |
| 4000100 · Taxes | | | | | |
| 4000105 · Ad Valorem, Current | 91,117 | 1,182,145 | 1,235,000 | -52,855 | 96% |
| 4000110 · Ad Valorem, Delinquent | 424 | 1,874 | 20,000 | -18,126 | 9% |
| 4000113 · Interest/Penalties - Prop Tax | 802 | 1,411 | 10,000 | -8,589 | 14% |
| 4000120 · Sales Tax | 20,771 | 74,413 | 155,000 | -80,587 | 48% |
| 4000125 · Sales Tax - Street Improvement | 5,193 | 18,602 | 32,500 | -13,898 | 57% |
| 4000130 · Franchise Tax | 9,308 | 20,391 | 150,000 | -129,609 | 14% |
| Total 4000100 · Taxes | 127,615 | 1,298,836 | 1,602,500 | -303,664 | 81% |
| 4000200 · Licenses and Permits | | | | | |
| 4000208 · Building Permits | | | | | |
| 4000210 · Residential Building Permits | 0 | 3,052 | 6,500 | -3,448 | 47% |
| 4000213 · Fire Inspection Permits | 150 | 450 | 1,000 | -550 | 45% |
| 4000214 · Misc Building Permits | 787 | 3,771 | 10,000 | -6,229 | 38% |
| Total 4000208 · Building Permits | 937 | 7,273 | 17,500 | -10,227 | 42% |
| 4000230 · Plan Review Fee | 57 | 1,126 | 3,000 | -1,874 | 38% |
| 4000260 · Alarm Permits | 295 | 905 | 2,000 | -1,095 | 45% |
| 4000270 · Animal Tag Fees | 444 | 972 | 3,000 | -2,028 | 32% |
| 4000272 · Impound Fees | 70 | 605 | 1,550 | -945 | 39% |
| 4000290 · Misc Licenses and Permits | 220 | 565 | 1,000 | -435 | 57% |
| Total 4000200 · Licenses and Permits | 2,023 | 11,446 | 28,050 | -16,604 | 41% |
| 4000400 · Charges for Services | | | | | |
| 4000325 · ESD #2 | 0 | 0 | 145,000 | -145,000 | 0% |
| 4000330 · ESD #4 | 0 | 0 | 39,000 | -39,000 | 0% |
| 4000411 · Copies and Maps | 17 | 28 | 75 | -47 | 37% |
| 4000415 · Police Reports | 12 | 90 | 100 | -10 | 90% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--|---------------|------------------|----------------|-----------------|------------------------------|
| 4000440 · Oak Leaf Animal Control | 445 | 836 | 2,000 | -1,164 | 42% |
| 4000450 · Subdivision Fees | 0 | 43,268 | 1,000 | 42,268 | 4,327% |
| 4000480 · Solid Waste (Garbage) | 15,684 | 83,930 | 196,000 | -112,070 | 43% |
| 4000490 · Misc Charges for Services | 79 | 678 | 2,500 | -1,822 | 27% |
| Total 4000400 · Charges for Services | 16,237 | 128,830 | 385,675 | -256,845 | 33% |
| 4000500 · Fines and Forfeitures | | | | | |
| 4000510 · Fines - Police | 10,355 | 30,974 | 85,000 | -54,026 | 36% |
| 4000520 · Fines - Animal Control | 100 | 1,128 | 1,000 | 128 | 113% |
| 4000525 · Fines - Code Enforcement | 0 | 408 | 2,000 | -1,592 | 20% |
| 4000590 · Misc Fines and Forfeitures | 0 | 25 | 150 | -125 | 17% |
| Total 4000500 · Fines and Forfeitures | 10,455 | 32,535 | 88,150 | -55,615 | 37% |
| 4000800 · Other Revenue | | | | | |
| 4000810 · Heritage Day | 0 | 1,318 | 5,500 | -4,182 | 24% |
| 4000820 · Water Tower Lease | 3,473 | 26,390 | 82,000 | -55,610 | 32% |
| 4000840 · Interest Earned | 383 | 3,479 | 4,000 | -521 | 87% |
| 4000861 · ESD #2 Cert Grant | 28 | 28 | 0 | 28 | 100% |
| 4000867 · HB3667 TX.Forest Service Grant | 0 | 0 | 3,840 | -3,840 | 0% |
| 4000870 · Insurance Proceeds | 0 | 3,401 | 0 | 3,401 | 100% |
| 4000885 · Proceeds from Sale of Assets | 0 | 14,400 | 0 | 14,400 | 100% |
| 4000887 · HOA Revenue | 0 | 0 | 1,015 | -1,015 | 0% |
| 4000890 · Misc Other Revenue | 396 | 1,206 | 4,500 | -3,294 | 27% |
| Total 4000800 · Other Revenue | 4,280 | 50,222 | 100,855 | -50,633 | 50% |
| 4000900 · Transfers In | | | | | |
| 4000925 · Transfer In - 4B-EDC | 0 | 0 | 2,500 | -2,500 | 0% |
| 4000930 · Transfer In From W&S Fund | 0 | 29,075 | 116,301 | -87,226 | 25% |
| 4000940 · Transfer in MDD Fund | 0 | 0 | 500 | -500 | 0% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|---------|------------------|-----------|----------------|---------------------------|
| Total 4000900 · Transfers In | 0 | 29,075 | 119,301 | -90,226 | 24% |
| Total Income | 160,610 | 1,550,944 | 2,324,531 | -773,587 | 67% |
| Gross Profit | 160,610 | 1,550,944 | 2,324,531 | -773,587 | 67% |
| Expense | | | | | |
| 10 · Administration | | | | | |
| 5101100 · Salaries & Wages | | | | | |
| 5101110 · City Administrator | 0 | 14,666 | 63,225 | -48,559 | 23% |
| 5101115 · City Secretary | 3,692 | 15,527 | 36,375 | -20,848 | 43% |
| 5101117 · City Accountant | 3,846 | 16,083 | 37,500 | -21,417 | 43% |
| 5101120 · Part Time- Admin. Support | 845 | 2,592 | 7,700 | -5,108 | 34% |
| Total 5101100 · Salaries & Wages | 8,383 | 48,868 | 144,800 | -95,932 | 34% |
| 5102100 · Employee Benefits | | | | | |
| 5102110 · Group Insurance | 803 | 4,919 | 16,350 | -11,431 | 30% |
| 5102135 · TMRS | 443 | 3,055 | 7,550 | -4,495 | 40% |
| 5102160 · Worker's Compensation | 1 | 217 | 440 | -223 | 49% |
| 5102170 · Payroll Taxes | 179 | 1,079 | 3,250 | -2,171 | 33% |
| 5102180 · Unemployment Taxes | 0 | 0 | 1,000 | -1,000 | 0% |
| 5102196 · Indiv. Membership Dues | 0 | 230 | 700 | -470 | 33% |
| Total 5102100 · Employee Benefits | 1,426 | 9,500 | 29,290 | -19,790 | 32% |
| 5102200 · Special Services | | | | | |
| 5102210 · Tax Assessing & Collecting Fees | 0 | 1,553 | 1,800 | -247 | 86% |
| 5102220 · Tax Appraisal Fee | 3,407 | 6,814 | 14,000 | -7,186 | 49% |
| 5102230 · Legal Fees | 278 | 2,574 | 40,000 | -37,426 | 6% |
| 5102240 · Audit | 563 | 7,155 | 7,155 | 0 | 100% |

**City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013**

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|--------------|------------------|---------------|----------------|---------------------------|
| 5102250 · Accounting | 0 | 0 | 2,000 | -2,000 | 0% |
| 5102260 · Engineering Fees | 0 | 11 | 1,000 | -989 | 1% |
| Total 5102200 · Special Services | 4,248 | 18,107 | 65,955 | -47,848 | 27% |
| 5102300 · Contractual Services | | | | | |
| 5102310 · Consultant Fees | 1,000 | 5,378 | 30,000 | -24,622 | 18% |
| Total 5102300 · Contractual Services | 1,000 | 5,378 | 30,000 | -24,622 | 18% |
| 5102500 · Operating Services | | | | | |
| 5102530 · Custodial Service Contract | 265 | 1,325 | 3,600 | -2,275 | 37% |
| Total 5102500 · Operating Services | 265 | 1,325 | 3,600 | -2,275 | 37% |
| 5102600 · Special Expenses | | | | | |
| 5102610 · Election - Payroll | 0 | 0 | 850 | -850 | 0% |
| 5102620 · Election - Supplies | 548 | 687 | 2,725 | -2,038 | 25% |
| 5102630 · Election Meeting Expense | 0 | 0 | 100 | -100 | 0% |
| 5102650 · Codification Book Update | 0 | 375 | 2,000 | -1,625 | 19% |
| Total 5102600 · Special Expenses | 548 | 1,062 | 5,675 | -4,613 | 19% |
| 5103100 · General Supplies | | | | | |
| 5103110 · Office Supplies | 198 | 2,320 | 6,000 | -3,680 | 39% |
| 5103140 · Uniforms | 88 | 88 | 300 | -212 | 29% |
| Total 5103100 · General Supplies | 286 | 2,408 | 6,300 | -3,892 | 38% |
| 5103400 · Maintenance Supplies / Parts | | | | | |
| 5103410 · Supplies - Custodial | 55 | 212 | 1,916 | -1,704 | 11% |
| 5103440 · Maintenance Agreement Expense | 0 | 235 | 900 | -665 | 26% |
| 5103460 · Miscellaneous | 0 | 0 | 200 | -200 | 0% |
| Total 5103400 · Maintenance Supplies / Parts | 55 | 447 | 3,016 | -2,569 | 15% |

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Profit & Loss Budget vs. Actual
October 2012 through February 2013**

| | Feb 13 | Oct '12 - Feb '13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--|--------------|-------------------|---------------|----------------|------------------------------|
| 5104200 · Travel Expenses | | | | | |
| 5104210 · Travel - Local | 0 | 160 | 500 | -340 | 32% |
| 5104220 · Professional Development | 260 | 1,099 | 5,000 | -3,901 | 22% |
| 5104222 · Professional Develop - Council | 0 | 260 | 1,500 | -1,240 | 17% |
| 5104225 · City Council Meal Expense | 124 | 798 | 800 | -2 | 100% |
| 5104230 · Professional Develop - In-House | 0 | 0 | 100 | -100 | 0% |
| Total 5104200 · Travel Expenses | 384 | 2,317 | 7,900 | -5,583 | 29% |
| 5105200 · Data Processing Expenses | | | | | |
| 5105230 · Data Proc-Maintenance & Repair | 300 | 1,558 | 4,500 | -2,942 | 35% |
| 5105240 · Data Processing - Software | 0 | 4,779 | 10,000 | -5,221 | 48% |
| Total 5105200 · Data Processing Expenses | 300 | 6,337 | 14,500 | -8,163 | 44% |
| 5105300 · Printing Expense | | | | | |
| 5105310 · Copier Expense | 255 | 1,275 | 4,800 | -3,525 | 27% |
| 5105320 · Printing - Newsletters | 1,072 | 1,072 | 4,800 | -3,728 | 22% |
| 5105330 · Printing - Forms | 0 | 320 | 2,000 | -1,680 | 16% |
| 5105350 · Printing - Other | 0 | 237 | 500 | -263 | 47% |
| Total 5105300 · Printing Expense | 1,327 | 2,904 | 12,100 | -9,196 | 24% |
| 5105400 · Utilities | | | | | |
| 5105410 · Telephone | 111 | 534 | 1,200 | -666 | 45% |
| 5105415 · Cellular Phone | 82 | 411 | 1,100 | -689 | 37% |
| 5105417 · Internet | 68 | 328 | 775 | -447 | 42% |
| 5105450 · Electricity | 323 | 1,210 | 6,500 | -5,290 | 19% |
| Total 5105400 · Utilities | 584 | 2,483 | 9,575 | -7,092 | 26% |
| 5105500 · Repairs & Bldg Improvements | | | | | |

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October 2012 through February 2013

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| 5105520 · Repairs - Buildings | 104 | 1,133 | 7,000 | -5,867 | 16% |
| 5105540 · Repairs - Machinery & Equipment | 0 | 208 | 1,000 | -792 | 21% |
| 5105590 · Repairs - Other | 0 | 0 | 500 | -500 | 0% |
| Total 5105500 · Repairs & Bldg Improvements | 104 | 1,341 | 8,500 | -7,159 | 16% |
| 5105600 · Insurance | | | | | |
| 5105610 · Insurance - Property | 0 | 562 | 1,250 | -688 | 45% |
| 5105620 · Insurance - Liability | 0 | 692 | 1,385 | -693 | 50% |
| 5105630 · Insurance - Fidelity Bond | 0 | 250 | 500 | -250 | 50% |
| 5105635 · Public Officials Surety Bonds | 0 | 0 | 900 | -900 | 0% |
| Total 5105600 · Insurance | 0 | 1,504 | 4,035 | -2,531 | 37% |
| 5105700 · Other Expenses | | | | | |
| 5105705 · Postage | 153 | 528 | 6,000 | -5,472 | 9% |
| 5105710 · Cash - Over/Short | 0 | 0 | 10 | -10 | 0% |
| 5105725 · Records Management Expense | 0 | 100 | 1,000 | -900 | 10% |
| 5105730 · City - Memberships | 0 | 1,340 | 2,100 | -760 | 64% |
| 5105740 · Legal Notices/Advertisement | 85 | 334 | 6,000 | -5,666 | 6% |
| 5105752 · Employment Screening | 12 | 77 | 300 | -223 | 26% |
| 5105760 · Bank Service Charge | 0 | 6 | 25 | -19 | 24% |
| 5105764 · Filing Fees | 27 | 275 | 250 | 25 | 110% |
| 5105765 · Miscellaneous | 0 | 133 | 2,000 | -1,867 | 7% |
| Total 5105700 · Other Expenses | 277 | 2,793 | 17,685 | -14,892 | 16% |
| 5106400 · Minor Capital Outlay | | | | | |
| 5106440 · Machinery & Equipment | 0 | 1,615 | 2,500 | -885 | 65% |
| 5106465 · Furniture | 0 | 0 | 1,375 | -1,375 | 0% |
| 5106470 · Audio & Visual Equipment | 0 | 0 | 2,000 | -2,000 | 0% |
| Total 5106400 · Minor Capital Outlay | 0 | 1,615 | 5,875 | -4,260 | 27% |

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| 5109000 · Reserves | | | | | |
| 5109001 · Reserve for Contingency | 0 | 0 | 44,644 | -44,644 | 0% |
| Total 5109000 · Reserves | 0 | 0 | 44,644 | -44,644 | 0% |
| Total 10 · Administration | 19,187 | 108,389 | 413,450 | -305,061 | 26% |
| 20 · Police | | | | | |
| 5201100 · Salaries & Wages | | | | | |
| 5201120 · Police Chief | 4,753 | 23,696 | 59,995 | -36,299 | 39% |
| 5201143 · Command Staff | 3,719 | 18,541 | 46,950 | -28,409 | 39% |
| 5201150 · Certification Pay | 185 | 925 | 2,400 | -1,475 | 39% |
| 5201180 · Merit Raises - Staff | 0 | 0 | 3,208 | -3,208 | 0% |
| Total 5201100 · Salaries & Wages | 8,657 | 43,162 | 112,553 | -69,391 | 38% |
| 5201400 · Support Salaries | | | | | |
| 5201405 · Support Staff | 1,666 | 8,306 | 21,029 | -12,723 | 39% |
| 5201410 · Patrol | 18,693 | 89,895 | 236,392 | -146,497 | 38% |
| 5201415 · Certification Pay | 162 | 810 | 5,100 | -4,290 | 16% |
| 5201480 · Merit Raises | 0 | 0 | 7,092 | -7,092 | 0% |
| 5201490 · Overtime | 340 | 2,468 | 6,600 | -4,132 | 37% |
| Total 5201400 · Support Salaries | 20,861 | 101,479 | 276,213 | -174,734 | 37% |
| 5202100 · Employee Benefits | | | | | |
| 5202110 · Group Insurance | 4,218 | 19,834 | 54,360 | -34,526 | 36% |
| 5202135 · TWRS | 1,736 | 7,899 | 21,405 | -13,506 | 37% |
| 5202160 · Worker's Compensation | -278 | 4,000 | 8,550 | -4,550 | 47% |
| 5202170 · Payroll Taxes | 443 | 2,168 | 5,445 | -3,277 | 40% |
| 5202196 · Membership Dues | 150 | 275 | 315 | -40 | 87% |

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October 2012 through February 2013**

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| Total 5202100 · Employee Benefits | 6,269 | 34,176 | 90,075 | -55,899 | 38% |
| 5202300 · Contractual Services | | | | | |
| 5202355 · Contract Labor - Individual | 0 | 0 | 500 | -500 | 0% |
| 5202356 · Gingerbread House | 0 | 1,000 | 1,000 | 0 | 100% |
| 5202380 · Dispatch | 0 | 6,198 | 13,135 | -6,937 | 47% |
| 5202385 · Jail Expense | 0 | 1,000 | 2,000 | -1,000 | 50% |
| Total 5202300 · Contractual Services | 0 | 8,198 | 16,635 | -8,437 | 49% |
| 5202500 · Operating Services | | | | | |
| 5202540 · Computer Maintenance | 56 | 375 | 500 | -125 | 75% |
| 5202560 · Internet Subscriptions | 0 | 0 | 620 | -620 | 0% |
| Total 5202500 · Operating Services | 56 | 375 | 1,120 | -745 | 33% |
| 5202600 · Special Expenses | | | | | |
| 5202675 · National Night Out | 0 | 306 | 500 | -194 | 61% |
| Total 5202600 · Special Expenses | 0 | 306 | 500 | -194 | 61% |
| 5203100 · General Supplies | | | | | |
| 5203110 · Office Supplies | 0 | 336 | 1,500 | -1,164 | 22% |
| 5203140 · Uniforms | 0 | 555 | 1,400 | -845 | 40% |
| 5203170 · Evidence Gathering | 0 | 31 | 300 | -269 | 10% |
| Total 5203100 · General Supplies | 0 | 922 | 3,200 | -2,278 | 29% |
| 5203400 · Maintenance Supplies & Parts | | | | | |
| 5203410 · Supplies - Custodial | 0 | 63 | 600 | -537 | 11% |
| Total 5203400 · Maintenance Supplies & Parts | 0 | 63 | 600 | -537 | 11% |
| 5204200 · Travel Expenses | | | | | |

City of Ovilla General Fund
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October 2012 through February 2013

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|--|--------------|------------------|---------------|----------------|---------------------------|
| 5204210 · Travel - Local | 0 | 0 | 300 | -300 | 0% |
| 5204220 · Professional Development | 50 | 150 | 2,000 | -1,850 | 8% |
| 5204270 · Vehicle Expenses | 2,227 | 9,805 | 24,000 | -14,195 | 41% |
| Total 5204200 · Travel Expenses | 2,277 | 9,955 | 26,300 | -16,345 | 38% |
| 5205200 · Data Processing Expenses | | | | | |
| 5205220 · Data Proc - Equipment Rental | 0 | 0 | 400 | -400 | 0% |
| 5205240 · Data Processing - Software | 0 | 18,326 | 18,330 | -4 | 100% |
| Total 5205200 · Data Processing Expenses | 0 | 18,326 | 18,730 | -404 | 98% |
| 5205300 · Printing Expenses | | | | | |
| 5205310 · Copier Expense | 110 | 550 | 1,500 | -950 | 37% |
| 5205330 · Printing - Forms | 0 | 0 | 600 | -600 | 0% |
| 5205350 · Printing - Other | 63 | 87 | 600 | -513 | 15% |
| Total 5205300 · Printing Expenses | 173 | 637 | 2,700 | -2,063 | 24% |
| 5205400 · Utilities | | | | | |
| 5205410 · Telephone | 120 | 576 | 1,300 | -724 | 44% |
| 5205415 · Cellular Phone | 106 | 530 | 1,550 | -1,020 | 34% |
| 5205417 · Internet - PD | 123 | 600 | 950 | -350 | 63% |
| 5205420 · Wireless Cards | 190 | 950 | 2,350 | -1,400 | 40% |
| 5205450 · Electricity | 430 | 1,257 | 4,000 | -2,743 | 31% |
| Total 5205400 · Utilities | 969 | 3,913 | 10,150 | -6,237 | 39% |
| 5205500 · Repairs & Building Improvements | | | | | |
| 5205520 · Repairs - Building | 0 | 0 | 300 | -300 | 0% |
| 5205540 · Repairs- Machinery & Equipment | 0 | 0 | 700 | -700 | 0% |
| 5205550 · Repairs - Vehicles | 87 | 2,222 | 7,500 | -5,278 | 30% |
| Total 5205500 · Repairs & Building Improvements | 87 | 2,222 | 8,500 | -6,278 | 26% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

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| 5205600 · Insurance | | | | | |
| 5205610 · Insurance - Property | 0 | 800 | 1,600 | -800 | 50% |
| 5205620 · Insurance - Liability | 0 | 2,572 | 5,200 | -2,628 | 49% |
| 5205640 · Insurance - Vehicle | 0 | 1,110 | 2,600 | -1,490 | 43% |
| Total 5205600 · Insurance | 0 | 4,482 | 9,400 | -4,918 | 48% |
| 5205700 · Other Expenses | | | | | |
| 5205752 · Employment Screening | 0 | 65 | 600 | -535 | 11% |
| 5205742 · Public Relations | 0 | 0 | 100 | -100 | 0% |
| 5205765 · Miscellaneous | 0 | 333 | 1,800 | -1,467 | 19% |
| Total 5205700 · Other Expenses | 0 | 398 | 2,500 | -2,102 | 16% |
| 5206400 · Minor Capital Outlay | | | | | |
| 5206440 · Machinery & Equipment | 0 | 1,098 | 1,150 | -52 | 95% |
| 5206445 · Personal Protective Equipment | 0 | 0 | 2,000 | -2,000 | 0% |
| Total 5206400 · Minor Capital Outlay | 0 | 1,098 | 3,150 | -2,052 | 35% |
| Total 20 · Police | 39,349 | 229,712 | 582,326 | -352,614 | 39% |
| 25 · Municipal Court | | | | | |
| 5251100 · Salaries & Wages | | | | | |
| 5251140 · Municipal Judge | 440 | 2,200 | 6,000 | -3,800 | 37% |
| Total 5251100 · Salaries & Wages | 440 | 2,200 | 6,000 | -3,800 | 37% |
| 5251400 · Support Staff | | | | | |
| 5251405 · Support Staff | 2,214 | 11,038 | 27,975 | -16,937 | 39% |
| 5251420 · Jury Fees | 0 | 36 | 200 | -164 | 18% |
| 5251425 · City Prosecutor | 626 | 2,984 | 8,500 | -5,516 | 35% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|--------------|------------------|---------------|----------------|---------------------------|
| 5251480 · Merit Raises | 0 | 0 | 850 | -850 | 0% |
| 5251490 · Overtime | 191 | 479 | 1,000 | -521 | 48% |
| Total 5251400 · Support Staff | 3,031 | 14,537 | 38,525 | -23,988 | 38% |
| 5252100 · Employee Benefits | | | | | |
| 5252110 · Group Insurance | 453 | 2,265 | 5,440 | -3,175 | 42% |
| 5252135 · TMRS | 134 | 613 | 1,600 | -987 | 38% |
| 5252160 · Worker's Compensation | 0 | 54 | 110 | -56 | 49% |
| 5252170 · Payroll Taxes | 33 | 163 | 425 | -262 | 38% |
| 5252196 · Membership Dues | 0 | 0 | 80 | -80 | 0% |
| Total 5252100 · Employee Benefits | 620 | 3,095 | 7,655 | -4,560 | 40% |
| 5252300 · Contractual Services | | | | | |
| 5252375 · Traffic Fines | 0 | 15,226 | 38,000 | -22,774 | 40% |
| Total 5252300 · Contractual Services | 0 | 15,226 | 38,000 | -22,774 | 40% |
| 5252500 · Operating Services | | | | | |
| 5252540 · Computer Maintenance | 0 | 0 | 150 | -150 | 0% |
| Total 5252500 · Operating Services | 0 | 0 | 150 | -150 | 0% |
| 5253100 · General Supplies | | | | | |
| 5253110 · Office Supplies | 58 | 75 | 75 | 0 | 100% |
| 5253140 · Uniforms | 28 | 28 | 75 | -47 | 37% |
| Total 5253100 · General Supplies | 86 | 103 | 150 | -47 | 69% |
| 5254200 · Travel Expenses | | | | | |
| 5254210 · Travel - Local | 0 | 0 | 25 | -25 | 0% |
| 5254220 · Professional Development | 0 | 24 | 100 | -76 | 24% |
| Total 5254200 · Travel Expenses | 0 | 24 | 125 | -101 | 19% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--|--------|------------------|---------|----------------|---------------------------|
| 5255200 · Data Processing Expenses | | | | | |
| 5255240 · Data Processing - SW Maint. | 0 | 1,687 | 1,735 | -48 | 97% |
| Total 5255200 · Data Processing Expenses | 0 | 1,687 | 1,735 | -48 | 97% |
| 5255300 · Printing Expense | | | | | |
| 5255350 · Printing - Other | 0 | 0 | 150 | -150 | 0% |
| Total 5255300 · Printing Expense | 0 | 0 | 150 | -150 | 0% |
| 5255600 · Insurance | | | | | |
| 5255620 · Insurance - Liability | 0 | 86 | 250 | -164 | 34% |
| 5255630 · Insurance - Fidelity Bond | 0 | 0 | 50 | -50 | 0% |
| Total 5255600 · Insurance | 0 | 86 | 300 | -214 | 29% |
| 5255700 · Other Expenses | | | | | |
| 5255752 · Employment Screening | 0 | 0 | 35 | -35 | 0% |
| 5255765 · Miscellaneous | 0 | 0 | 75 | -75 | 0% |
| Total 5255700 · Other Expenses | 0 | 0 | 110 | -110 | 0% |
| Total 25 · Municipal Court | 4,177 | 36,958 | 92,900 | -55,942 | 40% |
| 30 · Fire | | | | | |
| 5301100 · Salaries & Wages | | | | | |
| 5301130 · Asst. Fire Chief | 3,000 | 15,000 | 39,000 | -24,000 | 38% |
| 5301140 · Fire Captains | 6,309 | 29,681 | 93,600 | -63,919 | 32% |
| 5301180 · Merit Raises - Staff | 0 | 0 | 2,000 | -2,000 | 0% |
| Total 5301100 · Salaries & Wages | 9,309 | 44,681 | 134,600 | -89,919 | 33% |
| 5301400 · Support Salaries | | | | | |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|---------------|------------------|----------------|-----------------|---------------------------|
| 5301440 · Firefighters | 15,856 | 78,907 | 196,200 | -117,293 | 40% |
| 5301480 · Merit Raises | 0 | 0 | 5,800 | -5,800 | 0% |
| 5301485 · Volunteer Incentive Program | 1,120 | 5,521 | 13,000 | -7,479 | 42% |
| Total 5301400 · Support Salaries | 16,976 | 84,428 | 215,000 | -130,572 | 39% |
| 5302100 · Employee Benefits | | | | | |
| 5302135 · TMRS | 176 | 817 | 2,300 | -1,483 | 36% |
| 5302137 · Volunteer Retirement | 0 | 756 | 2,500 | -1,744 | 30% |
| 5302160 · Worker's Compensation | 3,352 | 9,270 | 12,500 | -3,230 | 74% |
| 5302170 · Payroll Taxes | 1,739 | 8,524 | 23,500 | -14,976 | 36% |
| 5302196 · Membership Dues | 0 | 1,255 | 2,000 | -745 | 63% |
| Total 5302100 · Employee Benefits | 5,267 | 20,622 | 42,800 | -22,178 | 48% |
| 5302300 · Contractual Services | | | | | |
| 5302310 · Consultant Fees | 0 | 0 | 1,600 | -1,600 | 0% |
| 5302380 · Dispatch | 0 | 6,198 | 12,500 | -6,302 | 50% |
| 5302385 · Emergency Transport Service | 0 | 30,686 | 61,400 | -30,714 | 50% |
| Total 5302300 · Contractual Services | 0 | 36,884 | 75,500 | -38,616 | 49% |
| 5302500 · Operating Services | | | | | |
| 5302510 · Maintenance Agreements | 1,314 | 1,454 | 10,505 | -9,051 | 14% |
| 5302540 · Computer Maintenance | 0 | 226 | 2,000 | -1,774 | 11% |
| 5302570 · Warning System Maintenance | 0 | 780 | 780 | 0 | 100% |
| 5302580 · Generator Maintenance | 0 | 0 | 1,380 | -1,380 | 0% |
| Total 5302500 · Operating Services | 1,314 | 2,460 | 14,665 | -12,205 | 17% |
| 5302600 · Special Expenses | | | | | |
| 5302675 · National Night Out | 0 | 0 | 500 | -500 | 0% |
| Total 5302600 · Special Expenses | 0 | 0 | 500 | -500 | 0% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|--------------|------------------|---------------|----------------|------------------------------|
| 5303100 · General Supplies | | | | | |
| 5303110 · Office Supplies | 197 | 490 | 1,400 | -910 | 35% |
| 5303140 · Uniforms | 106 | 1,820 | 4,000 | -2,180 | 46% |
| 5303160 · Medical Supplies | 99 | 2,003 | 5,000 | -2,997 | 40% |
| 5303165 · Medical Support | 0 | 149 | 500 | -351 | 30% |
| 5303170 · Evidence Gathering | 0 | 0 | 50 | -50 | 0% |
| 5303175 · Education Aids | 0 | 0 | 50 | -50 | 0% |
| Total 5303100 · General Supplies | 402 | 4,462 | 11,000 | -6,538 | 41% |
| 5303400 · Maintenance Supplies & Parts | | | | | |
| 5303410 · Supplies - Custodial | 0 | 505 | 2,400 | -1,895 | 21% |
| 5303420 · Building Alarm Maintenance | 0 | 420 | 420 | 0 | 100% |
| Total 5303400 · Maintenance Supplies & Parts | 0 | 925 | 2,820 | -1,895 | 33% |
| 5304200 · Travel Expenses | | | | | |
| 5304220 · Professional Development | 0 | 630 | 1,000 | -370 | 63% |
| 5304270 · Vehicle Expenses | 526 | 3,469 | 10,000 | -6,531 | 35% |
| Total 5304200 · Travel Expenses | 526 | 4,099 | 11,000 | -6,901 | 37% |
| 5305200 · Data Processing Expenses | | | | | |
| 5305230 · Data Proc-Maintenance & Repair | 0 | 507 | 500 | 7 | 101% |
| 5305240 · Data Processing - Software | 1,067 | 2,850 | 2,850 | 0 | 100% |
| Total 5305200 · Data Processing Expenses | 1,067 | 3,357 | 3,350 | 7 | 100% |
| 5305300 · Printing Expense | | | | | |
| 5305310 · Copier Expense | 376 | 1,269 | 3,100 | -1,831 | 41% |
| 5305330 · Printing - Forms | 0 | 0 | 100 | -100 | 0% |
| Total 5305300 · Printing Expense | 376 | 1,269 | 3,200 | -1,931 | 40% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--|--------------|------------------|---------------|----------------|------------------------------|
| 5305400 · Utilities | | | | | |
| 5305410 · Telephone | 137 | 799 | 2,100 | -1,301 | 38% |
| 5305415 · Cellular Phone | 101 | 331 | 1,200 | -869 | 28% |
| 5305417 · Internet - Fire Dept. | 344 | 1,689 | 3,600 | -1,911 | 47% |
| 5305430 · Natural Gas | 258 | 961 | 1,200 | -239 | 80% |
| 5305450 · Electricity | 423 | 1,586 | 8,000 | -6,414 | 20% |
| Total 5305400 · Utilities | 1,263 | 5,366 | 16,100 | -10,734 | 33% |
| 5305500 · Repairs & Bldg Improvements | | | | | |
| 5305520 · Repairs - Building | 0 | 730 | 4,500 | -3,770 | 16% |
| 5305540 · Repairs - Machinery & Equipment | 7,434 | 11,857 | 19,000 | -7,143 | 62% |
| 5305545 · Repairs - Apparatus | 372 | 2,149 | 12,000 | -9,851 | 18% |
| 5305550 · Repairs - Vehicles | 0 | 182 | 3,500 | -3,318 | 5% |
| Total 5305500 · Repairs & Bldg Improvements | 7,806 | 14,918 | 39,000 | -24,082 | 38% |
| 5305600 · Insurance | | | | | |
| 5305610 · Insurance - Property | 0 | 0 | 60 | -60 | 0% |
| 5305620 · Insurance - Liability | 0 | 5,014 | 6,500 | -1,486 | 77% |
| 5305640 · Insurance - Vehicle | 0 | 4,884 | 10,000 | -5,116 | 49% |
| Total 5305600 · Insurance | 0 | 9,898 | 16,560 | -6,662 | 60% |
| 5305700 · Other Expenses | | | | | |
| 5305705 · Postage | 0 | 0 | 200 | -200 | 0% |
| 5305752 · Employment Screening | 16 | 156 | 700 | -544 | 22% |
| 5305765 · Flags & Miscellaneous | 0 | 0 | 0 | 0 | 0% |
| 5305770 · Matching Fire Grant Expense | 0 | 0 | 50 | -50 | 0% |
| Total 5305700 · Other Expenses | 16 | 156 | 950 | -794 | 16% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|---------------|------------------|----------------|-----------------|------------------------------|
| 5306400 · Minor Capital Outlay | | | | | |
| 5306440 · Machinery & Equipment | 0 | 26 | 10,800 | -10,774 | 0% |
| 5306445 · Personal Protective Equipment | 0 | 10,449 | 20,500 | -10,051 | 51% |
| Total 5306400 · Minor Capital Outlay | 0 | 10,475 | 31,300 | -20,825 | 33% |
| Total 30 · Fire | 44,322 | 244,000 | 618,345 | -374,345 | 39% |
| 40 · Community Services | | | | | |
| 5401100 · Salaries & Wages | | | | | |
| 5401135 · ACO/Code Enforcement Officer | 2,699 | 13,455 | 34,200 | -20,745 | 39% |
| 5401180 · Merit Raises - Staff | 0 | 0 | 1,025 | -1,025 | 0% |
| 5401190 · Overtime | 0 | 0 | 150 | -150 | 0% |
| Total 5401100 · Salaries & Wages | 2,699 | 13,455 | 35,375 | -21,920 | 38% |
| 5402100 · Employee Benefits | | | | | |
| 5402110 · Group Insurance | 350 | 1,750 | 5,440 | -3,690 | 32% |
| 5402135 · TMRS | 161 | 745 | 2,000 | -1,255 | 37% |
| 5402160 · Worker's Compensation | -74 | 36 | 275 | -239 | 13% |
| 5402170 · Payroll Taxes | 45 | 224 | 550 | -326 | 41% |
| 5402190 · License | 0 | 0 | 200 | -200 | 0% |
| Total 5402100 · Employee Benefits | 482 | 2,755 | 8,465 | -5,710 | 33% |
| 5402300 · Contractual Services | | | | | |
| 5402315 · Contract Building Inspections | 77 | 4,385 | 10,000 | -5,615 | 44% |
| 5402325 · Fire Inspections | 0 | 0 | 600 | -600 | 0% |
| 5402370 · Impound Fees | 140 | 365 | 2,000 | -1,635 | 18% |
| Total 5402300 · Contractual Services | 217 | 4,750 | 12,600 | -7,850 | 38% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|--------|------------------|--------|----------------|------------------------------|
| 5402500 · Operating Services | | | | | |
| 5402540 · Computer Maintenance | 0 | 0 | 100 | -100 | 0% |
| Total 5402500 · Operating Services | 0 | 0 | 100 | -100 | 0% |
| 5402600 · Special Expenses | | | | | |
| 5402685 · Clean up Day | 0 | 0 | 100 | -100 | 0% |
| Total 5402600 · Special Expenses | 0 | 0 | 100 | -100 | 0% |
| 5403100 · General Supplies | | | | | |
| 5403110 · Office Supplies | 0 | 26 | 35 | -9 | 74% |
| 5403120 · Animal Care | 0 | 185 | 240 | -55 | 77% |
| 5403122 · Pet Supplies | 0 | 120 | 200 | -80 | 60% |
| 5403140 · Uniforms | 110 | 226 | 350 | -124 | 65% |
| Total 5403100 · General Supplies | 110 | 557 | 825 | -268 | 68% |
| 5403400 · Maintenance Supplies & Parts | | | | | |
| 5403460 · Miscellaneous | 0 | 0 | 100 | -100 | 0% |
| Total 5403400 · Maintenance Supplies & Parts | 0 | 0 | 100 | -100 | 0% |
| 5404200 · Travel Expenses | | | | | |
| 5404210 · Travel - Local | 0 | 0 | 25 | -25 | 0% |
| 5404220 · Professional Development | 0 | 0 | 200 | -200 | 0% |
| 5404270 · Vehicle Expenses | 178 | 640 | 1,800 | -1,160 | 36% |
| Total 5404200 · Travel Expenses | 178 | 640 | 2,025 | -1,385 | 32% |
| 5405200 · Data Processing Expenses | | | | | |
| 5405230 · Data Proc-Maintenance & Repairs | 0 | 0 | 100 | -100 | 0% |
| Total 5405200 · Data Processing Expenses | 0 | 0 | 100 | -100 | 0% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---------------------------------------|--------|------------------|---------|----------------|------------------------------|
| 5405300 · Printing Expense | | | | | |
| 5405330 · Printing - Forms | 0 | 0 | 150 | -150 | 0% |
| Total 5405300 · Printing Expense | 0 | 0 | 150 | -150 | 0% |
| 5405400 · Utilities | | | | | |
| 5405415 · Cellular Phone | 41 | 207 | 700 | -493 | 30% |
| Total 5405400 · Utilities | 41 | 207 | 700 | -493 | 30% |
| 5405600 · Insurance | | | | | |
| 5405610 · Insurance - Property | 0 | 4 | 8 | -4 | 50% |
| 5405620 · Insurance - Liability | 0 | 102 | 205 | -103 | 50% |
| 5405640 · Insurance - Vehicle | 0 | 262 | 525 | -263 | 50% |
| Total 5405600 · Insurance | 0 | 368 | 738 | -370 | 50% |
| 5405700 · Other Expenses | | | | | |
| 5405765 · Miscellaneous | 0 | 65 | 100 | -35 | 65% |
| Total 5405700 · Other Expenses | 0 | 65 | 100 | -35 | 65% |
| 5406400 · Minor Capital Outlay | | | | | |
| 5406440 · Machinery & Equipment | 0 | 0 | 826 | -826 | 0% |
| Total 5406400 · Minor Capital Outlay | 0 | 0 | 826 | -826 | 0% |
| Total 40 · Community Services | 3,727 | 22,797 | 62,204 | -39,407 | 37% |
| 45 · Solid Waste | | | | | |
| 5455400 · Utilities | | | | | |
| 5455465 · Solidwaste Pickup (Garbage) | 0 | 49,747 | 198,000 | -148,253 | 25% |
| Total 5455400 · Utilities | 0 | 49,747 | 198,000 | -148,253 | 25% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|------------------------------------|--------|------------------|---------|----------------|------------------------------|
| Total 45 · Solid Waste | 0 | 49,747 | 198,000 | -148,253 | 25% |
| 50 · Streets | | | | | |
| 5501400 · Support Staff | | | | | |
| 5501415 · Maintenance Crew | 1,640 | 7,298 | 22,500 | -15,202 | 32% |
| 5501480 · Merit Raises | 0 | 0 | 700 | -700 | 0% |
| 5501490 · Overtime | 154 | 416 | 1,500 | -1,084 | 28% |
| 5501500 · Streets - On Call | 50 | 100 | 750 | -650 | 13% |
| Total 5501400 · Support Staff | 1,844 | 7,814 | 25,450 | -17,636 | 31% |
| 5502100 · Employee Benefits | | | | | |
| 5502110 · Group Insurance | 453 | 1,812 | 5,440 | -3,628 | 33% |
| 5502135 · TMRS | 108 | 430 | 1,350 | -920 | 32% |
| 5502160 · Worker's Compensation | 326 | 1,198 | 1,745 | -547 | 69% |
| 5502170 · Payroll Taxes | 27 | 114 | 375 | -261 | 30% |
| 5502190 · License | 0 | 0 | 122 | -122 | 0% |
| Total 5502100 · Employee Benefits | 914 | 3,554 | 9,032 | -5,478 | 39% |
| 5502200 · Special Services | | | | | |
| 5502280 · NCTCOG- SWMIP Fees | 0 | 2,425 | 6,250 | -3,825 | 39% |
| Total 5502200 · Special Services | 0 | 2,425 | 6,250 | -3,825 | 39% |
| 5502600 · Special Expenses | | | | | |
| 5502620 · Emergency Clean Up | 0 | 0 | 2,500 | -2,500 | 0% |
| Total 5502600 · Special Expenses | 0 | 0 | 2,500 | -2,500 | 0% |
| 5503100 · General Supplies | | | | | |
| 5503110 · Office Supplies | 0 | 0 | 100 | -100 | 0% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--|--------|------------------|--------|----------------|---------------------------|
| 5503140 · Uniforms | 0 | 224 | 400 | -176 | 56% |
| Total 5503100 · General Supplies | 0 | 224 | 500 | -276 | 45% |
| 5503400 · Maintenance Supplies & Parts | | | | | |
| 5503405 · Drainage Maintenance | 0 | 0 | 500 | -500 | 0% |
| 5503420 · Supplies - Street Signs | 0 | 380 | 2,000 | -1,620 | 19% |
| 5503460 · Miscellaneous | 14 | 102 | 214 | -112 | 48% |
| Total 5503400 · Maintenance Supplies & Parts | 14 | 482 | 2,714 | -2,232 | 18% |
| 5504200 · Travel Expenses | | | | | |
| 5504220 · Professional Development | 0 | 0 | 500 | -500 | 0% |
| 5504270 · Vehicle Expenses | 393 | 1,432 | 6,000 | -4,568 | 24% |
| Total 5504200 · Travel Expenses | 393 | 1,432 | 6,500 | -5,068 | 22% |
| 5505300 · Printing Expense | | | | | |
| 5505350 · Printing - Other | 0 | 0 | 300 | -300 | 0% |
| Total 5505300 · Printing Expense | 0 | 0 | 300 | -300 | 0% |
| 5505400 · Utilities | | | | | |
| 5505450 · Electricity | 3,516 | 14,274 | 45,500 | -31,226 | 31% |
| Total 5505400 · Utilities | 3,516 | 14,274 | 45,500 | -31,226 | 31% |
| 5505500 · Repairs & Bldg Improvements | | | | | |
| 5405520 · Repairs - Building | 0 | 0 | 1,000 | -1,000 | 0% |
| 5505540 · Repairs - Machinery & Equipment | 210 | 1,222 | 3,000 | -1,778 | 41% |
| 5505550 · Repairs - Vehicles | 0 | 1,022 | 2,500 | -1,478 | 41% |
| 5505560 · Repairs -Street Maint.& Repairs | 0 | 12,912 | 50,000 | -37,088 | 26% |
| 5505565 · Repairs - Infrastruct Drainage | 0 | 1,851 | 5,000 | -3,149 | 37% |
| 5505590 · Repairs - Other | 0 | 207 | 1,500 | -1,293 | 14% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|--------|------------------|---------|----------------|------------------------------|
| Total 5505500 · Repairs & Bldg Improvements | 210 | 17,214 | 63,000 | -45,786 | 27% |
| 5505600 · Insurance | | | | | |
| 5505610 · Insurance - Property | 0 | 80 | 100 | -20 | 80% |
| 5505620 · Insurance - Liability | 0 | 490 | 1,000 | -510 | 49% |
| 5505640 · Insurance - Vehicle | 0 | 1,590 | 3,400 | -1,810 | 47% |
| Total 5505600 · Insurance | 0 | 2,160 | 4,500 | -2,340 | 48% |
| 5505700 · Other Expenses | | | | | |
| 5505752 · Employment Screening | 10 | 100 | 100 | 0 | 100% |
| Total 5505700 · Other Expenses | 10 | 100 | 100 | 0 | 100% |
| 5506400 · Minor Capital Outlay | | | | | |
| 5506440 · Machinery & Equipment | 0 | 0 | 8,100 | -8,100 | 0% |
| 5506445 · Personal Protective Equipment | 0 | 0 | 300 | -300 | 0% |
| 5506490 · Other | 0 | 32 | 500 | -468 | 6% |
| Total 5506400 · Minor Capital Outlay | 0 | 32 | 8,900 | -8,868 | 0% |
| 5507400 · Capitalized Assets | | | | | |
| 5507440 · Machinery & Equipment | 0 | 0 | 8,000 | -8,000 | 0% |
| 5507460 · Infrastructure | 0 | 0 | 148,000 | -148,000 | 0% |
| Total 5507400 · Capitalized Assets | 0 | 0 | 156,000 | -156,000 | 0% |
| Total 50 · Streets | 6,901 | 49,711 | 331,246 | -281,535 | 15% |
| 60 · Parks | | | | | |
| 5602400 · Rentals | | | | | |
| 5602490 · Rental - Other | 210 | 1,049 | 2,900 | -1,851 | 36% |
| Total 5602400 · Rentals | 210 | 1,049 | 2,900 | -1,851 | 36% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--|--------|------------------|--------|----------------|------------------------------|
| 5602600 · Special Expenses | | | | | |
| 5602680 · Heritage Day | 0 | 0 | 8,000 | -8,000 | 0% |
| Total 5602600 · Special Expenses | 0 | 0 | 8,000 | -8,000 | 0% |
| 5603400 · Maintenance Supplies & Parts | | | | | |
| 5603460 · Miscellaneous | 0 | 0 | 250 | -250 | 0% |
| Total 5603400 · Maintenance Supplies & Parts | 0 | 0 | 250 | -250 | 0% |
| 5605400 · Utilities | | | | | |
| 5605450 · Electricity | 371 | 2,456 | 9,000 | -6,544 | 27% |
| Total 5605400 · Utilities | 371 | 2,456 | 9,000 | -6,544 | 27% |
| 5605500 · Repairs & Bldg Improvements | | | | | |
| 5605520 · Repairs - Building | 0 | 0 | 500 | -500 | 0% |
| 5605530 · REPAIRS-IMP OTHER THAN BLDGS | 0 | 201 | 1,000 | -799 | 20% |
| Total 5605500 · Repairs & Bldg Improvements | 0 | 201 | 1,500 | -1,299 | 13% |
| 5605600 · Insurance | | | | | |
| 5605610 · Insurance - Property | 0 | 0 | 160 | -160 | 0% |
| 5605620 · Insurance - Liability | 0 | 24 | 50 | -26 | 48% |
| Total 5605600 · Insurance | 0 | 24 | 210 | -186 | 11% |
| 5605700 · Other Expenses | | | | | |
| 5605765 · Miscellaneous | 0 | 130 | 200 | -70 | 65% |
| Total 5605700 · Other Expenses | 0 | 130 | 200 | -70 | 65% |
| 5606400 · Minor Capital Outlay | | | | | |
| 5606410 · Land Improvements | 0 | 96 | 500 | -404 | 19% |

City of Ovilla General Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|----------------|------------------|------------------|-------------------|---------------------------|
| 5606440 · Machinery & Equipment | 0 | 241 | 500 | -259 | 48% |
| 5606490 · Other | 5 | 5 | | | |
| Total 5606400 · Minor Capital Outlay | 5 | 342 | 1,000 | -658 | 34% |
| 5607400 · Capitalized Assets | | | | | |
| 5607440 · Machinery & Equipment | 0 | 0 | 3,000 | -3,000 | 0% |
| Total 5607400 · Capitalized Assets | 0 | 0 | 3,000 | -3,000 | 0% |
| Total 60 · Parks | 586 | 4,202 | 26,060 | -21,858 | 16% |
| 6560 · Payroll Expenses | 0 | 0 | | | |
| Total Expense | 118,249 | 745,516 | 2,324,531 | -1,579,015 | 32% |
| Net Income | 42,361 | 805,428 | 0 | 805,428 | 100% |

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|---------------|------------------|------------------|-----------------|------------------------------|
| Income | | | | | |
| 4000400 · Charges for Services | | | | | |
| 4000460 · Water Sales | 54,861 | 397,286 | 1,100,000 | -702,714 | 36% |
| 4000461 · Sewer Service | 8,692 | 60,179 | 150,000 | -89,821 | 40% |
| 4000465 · Water & Sewer Penalties | 1,173 | 8,182 | 19,000 | -10,818 | 43% |
| 4000471 · Reconnect Fees | 641 | 2,560 | 5,000 | -2,440 | 51% |
| 4000473 · Connect Fees | 225 | 875 | 2,000 | -1,125 | 44% |
| 4000478 · Infrastructure Improvement Fee | 4,439 | 23,319 | 55,000 | -31,681 | 42% |
| 4000480 · Solid Waste Fees (Garbage) | 0 | 0 | | | |
| Total 4000400 · Charges for Services | 70,031 | 492,401 | 1,331,000 | -838,599 | 37% |
| 4000800 · Other Revenue | | | | | |
| 4000840 · Interest Earned | 211 | 1,137 | 2,500 | -1,363 | 45% |
| 4000890 · Misc Other Revenue | 0 | 1,250 | 5,000 | -3,750 | 25% |
| Total 4000800 · Other Revenue | 211 | 2,387 | 7,500 | -5,113 | 32% |
| Total Income | 70,242 | 494,788 | 1,338,500 | -843,712 | 37% |
| Gross Profit | 70,242 | 494,788 | 1,338,500 | -843,712 | 37% |
| Expense | | | | | |
| 70 · Administration | | | | | |
| 5701100 · Salaries & Wages | | | | | |
| 5701120 · Part Time Admin. Support | 0 | 371 | 2,550 | -2,179 | 15% |
| 5701110 · City Administrator | 0 | 4,889 | 21,220 | -16,331 | 23% |
| 5701115 · City Secretary | 0 | 2,714 | 12,225 | -9,511 | 22% |
| 5701117 · Finance Accountant | 0 | 3,147 | 12,500 | -9,353 | 25% |
| 5701130 · Public Works Director | 3,649 | 18,192 | 46,150 | -27,958 | 39% |
| 5701180 · Merit Raises, Staff | 0 | 0 | 2,100 | -2,100 | 0% |

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--|--------|------------------|--------|----------------|------------------------------|
| Total 5701100 · Salaries & Wages | 3,649 | 29,313 | 96,745 | -67,432 | 30% |
| 5702100 · Employee Benefits | | | | | |
| 5702110 · Group Insurance | 453 | 2,265 | 5,440 | -3,175 | 42% |
| 5702135 · TWRS | 217 | 1,003 | 2,700 | -1,697 | 37% |
| 5702160 · Worker's Compensation | 0 | 0 | | | |
| 5702170 · Payroll Taxes | 54 | 268 | 800 | -532 | 34% |
| Total 5702100 · Employee Benefits | 724 | 3,536 | 8,940 | -5,404 | 40% |
| 5702200 · Special Services | | | | | |
| 5702230 · Legal Fees | 0 | 0 | 1,382 | -1,382 | 0% |
| 5702240 · Audit | 437 | 5,565 | 5,600 | -35 | 99% |
| 5702250 · Accounting | 0 | 0 | 1,500 | -1,500 | 0% |
| Total 5702200 · Special Services | 437 | 5,565 | 8,482 | -2,917 | 66% |
| 5702300 · Contractual Services /Personnel | | | | | |
| 5702310 · Consultant Fees | 0 | 0 | 5,000 | -5,000 | 0% |
| Total 5702300 · Contractual Services /Personnel | 0 | 0 | 5,000 | -5,000 | 0% |
| 5703100 · General Supplies | | | | | |
| 5703110 · Office Supplies | 0 | 157 | 800 | -643 | 20% |
| Total 5703100 · General Supplies | 0 | 157 | 800 | -643 | 20% |
| 5703400 · Maintenance Supplies / Parts | | | | | |
| 5703410 · Supplies - Custodial | 0 | 0 | 200 | -200 | 0% |
| Total 5703400 · Maintenance Supplies / Parts | 0 | 0 | 200 | -200 | 0% |
| 5704200 · Travel Expenses | | | | | |
| 5704210 · Travel - Local | 0 | 0 | 200 | -200 | 0% |

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--|--------|------------------|--------|----------------|------------------------------|
| 5704220 · Professional Development | 0 | 0 | 750 | -750 | 0% |
| Total 5704200 · Travel Expenses | 0 | 0 | 950 | -950 | 0% |
| 5705200 · Data Processing Expenses | | | | | |
| 5705240 · Data Processing - Software | 0 | 0 | 1,000 | -1,000 | 0% |
| Total 5705200 · Data Processing Expenses | 0 | 0 | 1,000 | -1,000 | 0% |
| 5705300 · Printing Expense | | | | | |
| 5705350 · Printing - Other | 0 | 0 | 250 | -250 | 0% |
| Total 5705300 · Printing Expense | 0 | 0 | 250 | -250 | 0% |
| 5705400 · Utilities | | | | | |
| 5705410 · Telephone | 111 | 534 | 1,300 | -766 | 41% |
| 5705415 · Cellular Phone | 37 | 185 | 1,100 | -915 | 17% |
| 5705417 · Internet | 68 | 328 | 800 | -472 | 41% |
| Total 5705400 · Utilities | 216 | 1,047 | 3,200 | -2,153 | 33% |
| 5705700 · Other Expenses | | | | | |
| 5705705 · Postage | 300 | 2,728 | 6,000 | -3,272 | 45% |
| 5705740 · Advertising | 0 | 0 | 500 | -500 | 0% |
| 5705760 · Bank Service Charge | 18 | 66 | 250 | -184 | 26% |
| 5705765 · Miscellaneous | 0 | 0 | 100 | -100 | 0% |
| 5705775 · Credit Card Transaction Fee | 194 | 1,210 | 3,400 | -2,190 | 36% |
| Total 5705700 · Other Expenses | 512 | 4,004 | 10,250 | -6,246 | 39% |
| 5706400 · Minor Capital Outlay | | | | | |
| 5706440 · Machinery & Equipment | 0 | 0 | 500 | -500 | 0% |
| Total 5706400 · Minor Capital Outlay | 0 | 0 | 500 | -500 | 0% |

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|--------------|------------------|----------------|-----------------|---------------------------|
| 5709000 · Reserve | | | | | |
| 5708215 · Transfer Out - General Fund | 0 | 29,075 | 116,301 | -87,226 | 25% |
| 5709002 · Capital Improv. Water Reserve | 0 | 0 | 84,000 | -84,000 | 0% |
| 5709003 · Capital Improv. Sewer Reserve | 0 | 0 | 18,659 | -18,659 | 0% |
| 5709010 · Administrative Reserves | 0 | 0 | 750 | -750 | 0% |
| Total 5709000 · Reserve | 0 | 29,075 | 219,710 | -190,635 | 13% |
| Total 70 · Administration | 5,538 | 72,697 | 356,027 | -283,330 | 20% |
| 75 · Water | | | | | |
| 5751100 · Salaries & Wages | | | | | |
| 5751133 · Superintendent | 3,356 | 16,732 | 44,000 | -27,268 | 38% |
| 5751180 · Merit Raises - Staff | 0 | 0 | 1,350 | -1,350 | 0% |
| Total 5751100 · Salaries & Wages | 3,356 | 16,732 | 45,350 | -28,618 | 37% |
| 5751400 · Support Salaries | | | | | |
| 5751405 · Support Staff | 2,854 | 11,631 | 27,000 | -15,369 | 43% |
| 5751415 · Maintenance Crew | 3,862 | 19,254 | 49,000 | -29,746 | 39% |
| 5751430 · Seasonal Crew | 0 | 0 | 2,000 | -2,000 | 0% |
| 5751450 · Certification Pay | 69 | 311 | 1,200 | -889 | 26% |
| 5751480 · Merit Raises | 0 | 0 | 2,250 | -2,250 | 0% |
| 5751490 · Overtime | 106 | 730 | 4,000 | -3,270 | 18% |
| 5751500 · Water - On Call | 50 | 200 | 1,000 | -800 | 20% |
| Total 5751400 · Support Salaries | 6,941 | 32,126 | 86,450 | -54,324 | 37% |
| 5752100 · Employee Benefits | | | | | |
| 5752110 · Group Insurance | 1,503 | 7,515 | 22,000 | -14,485 | 34% |
| 5752135 · TMRS | 611 | 2,806 | 7,000 | -4,194 | 40% |

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|--------------|------------------|---------------|----------------|------------------------------|
| 5752160 · Worker's Compensation | -500 | 892 | 2,800 | -1,908 | 32% |
| 5752170 · Payroll Taxes | 166 | 822 | 2,000 | -1,178 | 41% |
| 5752190 · Licenses | 0 | 0 | 222 | -222 | 0% |
| Total 5752100 · Employee Benefits | 1,780 | 12,035 | 34,022 | -21,987 | 35% |
| 5752300 · Contractual Services/Personnel | | | | | |
| 5752350 · Contract Labor - Company | 0 | 0 | 1,500 | -1,500 | 0% |
| 5752380 · Dispatch | 0 | 4,355 | 9,230 | -4,875 | 47% |
| Total 5752300 · Contractual Services/Personnel | 0 | 4,355 | 10,730 | -6,375 | 41% |
| 5752400 · Rentals | | | | | |
| 5752420 · Rental - Machinery & Equipment | 0 | 99 | 500 | -401 | 20% |
| 5752490 · Rental - Other | 0 | 0 | 200 | -200 | 0% |
| Total 5752400 · Rentals | 0 | 99 | 700 | -601 | 14% |
| 5752500 · Operating Services | | | | | |
| 5752580 · Water Testing | 216 | 1,706 | 4,000 | -2,294 | 43% |
| 5752590 · TCEQ Fees | 0 | 2,690 | 3,000 | -310 | 90% |
| Total 5752500 · Operating Services | 216 | 4,396 | 7,000 | -2,604 | 63% |
| 5753100 · General Supplies | | | | | |
| 5753140 · Uniforms | 28 | 1,440 | 1,500 | -60 | 96% |
| Total 5753100 · General Supplies | 28 | 1,440 | 1,500 | -60 | 96% |
| 5753400 · Maintenance Supplies & Parts | | | | | |
| 5753460 · Miscellaneous | 100 | 276 | 250 | 26 | 110% |
| Total 5753400 · Maintenance Supplies & Parts | 100 | 276 | 250 | 26 | 110% |
| 5754200 · Travel Expenses | | | | | |

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--|---------------|------------------|----------------|-----------------|------------------------------|
| 5754220 · Professional Development | 235 | 235 | 1,000 | -765 | 24% |
| 5754270 · Vehicle Expenses | 733 | 2,803 | 9,000 | -6,197 | 31% |
| Total 5754200 · Travel Expenses | 968 | 3,038 | 10,000 | -6,962 | 30% |
| 5755200 · Data Processing Expenses | | | | | |
| 5755230 · Data Proc-Maintenance & Repairs | 0 | 3,805 | 4,500 | -695 | 85% |
| 5755240 · Data Processing - Software | 0 | 0 | 500 | -500 | 0% |
| 5755250 · Data Proc - Computer Repair | 0 | 0 | 500 | -500 | 0% |
| Total 5755200 · Data Processing Expenses | 0 | 3,805 | 5,500 | -1,695 | 69% |
| 5755300 · Printing Expenses | | | | | |
| 5755310 · Copier Expense | 657 | 1,314 | 2,700 | -1,386 | 49% |
| 5755350 · Printing - Other | 0 | 0 | 1,500 | -1,500 | 0% |
| Total 5755300 · Printing Expenses | 657 | 1,314 | 4,200 | -2,886 | 31% |
| 5755400 · Utilities | | | | | |
| 5755415 · Cellular Phone | 113 | 576 | 900 | -324 | 64% |
| 5755450 · Electricity | 2,152 | 7,386 | 28,370 | -20,984 | 26% |
| 5755460 · Water, wholesale | 17,368 | 88,767 | 375,000 | -286,233 | 24% |
| Total 5755400 · Utilities | 19,633 | 96,729 | 404,270 | -307,541 | 24% |
| 5755500 · Repairs & Building Improvements | | | | | |
| 5755540 · Repairs- Machinery & Equipment | 212 | 716 | 8,000 | -7,284 | 9% |
| 5755550 · Repairs - Vehicles | 524 | 990 | 2,000 | -1,010 | 50% |
| 5755570 · Inventory Expense | 533 | 7,779 | 18,705 | -10,926 | 42% |
| 5755590 · Repairs - Other | 47 | 1,021 | 4,601 | -3,580 | 22% |
| Total 5755500 · Repairs & Building Improvements | 1,316 | 10,506 | 33,306 | -22,800 | 32% |
| 5755600 · Insurance | | | | | |

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--------------------------------------|--------|------------------|---------|----------------|------------------------------|
| 5755610 · Insurance - Property | 0 | 1,296 | 2,600 | -1,304 | 50% |
| 5755620 · Insurance - Liability | 0 | 864 | 1,750 | -886 | 49% |
| 5755640 · Insurance - Vehicle | 0 | 918 | 2,000 | -1,082 | 46% |
| Total 5755600 · Insurance | 0 | 3,078 | 6,350 | -3,272 | 48% |
| 5755700 · Other Expenses | | | | | |
| 5755752 · Employment Screening | 0 | 0 | 300 | -300 | 0% |
| Total 5755700 · Other Expenses | 0 | 0 | 300 | -300 | 0% |
| 5756400 · Minor Capital Outlay | | | | | |
| 5756440 · Machinery & Equipment | 0 | 270 | 1,000 | -730 | 27% |
| 5756490 · Other | 0 | 62 | 500 | -438 | 12% |
| Total 5756400 · Minor Capital Outlay | 0 | 332 | 1,500 | -1,168 | 22% |
| 5757400 · Capitalized Assets | | | | | |
| 5757470 · Infrastructure - Water | 0 | 0 | 6,000 | -6,000 | 0% |
| Total 5757400 · Capitalized Assets | 0 | 0 | 6,000 | -6,000 | 0% |
| 5757900 · Long-Term Debt | | | | | |
| 5758225 · Transfer out to Debt Fund | 0 | 40,653 | 162,610 | -121,957 | 25% |
| Total 5757900 · Long-Term Debt | 0 | 40,653 | 162,610 | -121,957 | 25% |
| Total 75 · Water | 34,995 | 230,914 | 820,038 | -589,124 | 28% |
| 80 · Sewer | | | | | |
| 5801400 · Support Salaries | | | | | |
| 5801405 · Support Staff | 0 | 2,390 | 8,800 | -6,410 | 27% |
| 5801415 · Maintenance Crew | 4,072 | 20,163 | 52,000 | -31,837 | 39% |
| 5801450 · Certification Pay | 0 | 92 | 1,200 | -1,108 | 8% |

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|--------------|------------------|---------------|----------------|------------------------------|
| 5801480 · Merit Raises | 0 | 0 | 2,000 | -2,000 | 0% |
| 5801490 · Overtime | 129 | 1,202 | 1,800 | -598 | 67% |
| 5801500 · Sewer - On Call | 50 | 400 | 850 | -450 | 47% |
| Total 5801400 · Support Salaries | 4,251 | 24,247 | 66,650 | -42,403 | 36% |
| 5802100 · Employee Benefits | | | | | |
| 5802110 · Group Insurance | 905 | 4,525 | 10,900 | -6,375 | 42% |
| 5802135 · TMRS | 246 | 1,174 | 3,500 | -2,326 | 34% |
| 5802160 · Worker's Compensation-Sewer | -309 | 1,029 | 2,700 | -1,671 | 38% |
| 5802170 · Payroll Taxes | 61 | 312 | 875 | -563 | 36% |
| 5802190 · Licenses | 0 | 0 | 222 | -222 | 0% |
| Total 5802100 · Employee Benefits | 903 | 7,040 | 18,197 | -11,157 | 39% |
| 5802300 · Contractual Services/Personnel | | | | | |
| 5802350 · Contract Labor - Company | 508 | 6,729 | 7,400 | -671 | 91% |
| Total 5802300 · Contractual Services/Personnel | 508 | 6,729 | 7,400 | -671 | 91% |
| 5802500 · Operating Services | | | | | |
| 5802515 · Sardinis Collection Expense | 0 | 673 | 2,400 | -1,727 | 28% |
| 5802590 · TCEQ Fees - Sewer | 0 | 0 | 60 | -60 | 0% |
| Total 5802500 · Operating Services | 0 | 673 | 2,460 | -1,787 | 27% |
| 5803100 · General Supplies | | | | | |
| 5803140 · Uniforms | 0 | 835 | 1,000 | -165 | 84% |
| Total 5803100 · General Supplies | 0 | 835 | 1,000 | -165 | 84% |
| 5803400 · Maintenance Supplies & Parts | | | | | |
| 5803460 · Miscellaneous | 0 | 0 | 343 | -343 | 0% |
| Total 5803400 · Maintenance Supplies & Parts | 0 | 0 | 343 | -343 | 0% |

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--|--------------|------------------|---------------|----------------|------------------------------|
| 5804200 · Travel Expenses | | | | | |
| 5804220 · Professional Development | 0 | 0 | 500 | -500 | 0% |
| 5804270 · Vehicle Expense | 219 | 547 | 1,600 | -1,053 | 34% |
| Total 5804200 · Travel Expenses | 219 | 547 | 2,100 | -1,553 | 26% |
| 5805400 · Utilities | | | | | |
| 5805450 · Electricity | 156 | 966 | 3,300 | -2,334 | 29% |
| 5805463 · TRA Wastewater Treatment | 3,374 | 15,758 | 41,000 | -25,242 | 38% |
| Total 5805400 · Utilities | 3,530 | 16,724 | 44,300 | -27,576 | 38% |
| 5805500 · Repairs & Bldg Improvements | | | | | |
| 5805510 · Repairs - Land Improvements | 0 | 0 | 300 | -300 | 0% |
| 5805540 · Repairs - Machinery & Equipment | 4,151 | 4,151 | 6,000 | -1,849 | 69% |
| 5805570 · Inventory Expense | 0 | 0 | 750 | -750 | 0% |
| 5805590 · Repairs - Other | 0 | 321 | 5,000 | -4,679 | 6% |
| Total 5805500 · Repairs & Bldg Improvements | 4,151 | 4,472 | 12,050 | -7,578 | 37% |
| 5805600 · Insurance | | | | | |
| 5805610 · Insurance - Property | 0 | 1,308 | 100 | 1,208 | 1,308% |
| 5805620 · Insurance - Liability | 0 | 168 | 335 | -167 | 50% |
| 5805640 · Insurance - Vehicle | 0 | 20 | 50 | -30 | 40% |
| Total 5805600 · Insurance | 0 | 1,496 | 485 | 1,011 | 308% |
| 5805700 · Other Expenses | | | | | |
| 5805752 · Employment Screening | 0 | 0 | 200 | -200 | 0% |
| Total 5805700 · Other Expenses | 0 | 0 | 200 | -200 | 0% |
| 5807400 · Capitalized Assets | | | | | |

Ovilla W&S Utility Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|------------------------------------|--------|------------------|-----------|----------------|---------------------------|
| 5807440 - Machinery & Equipment | 2,099 | 6,349 | 7,250 | -901 | 88% |
| Total 5807400 - Capitalized Assets | 2,099 | 6,349 | 7,250 | -901 | 88% |
| Total 80 - Sewer | 15,661 | 69,112 | 162,435 | -93,323 | 43% |
| Total Expense | 56,194 | 372,723 | 1,338,500 | -965,777 | 28% |
| Net Income | 14,048 | 122,065 | 0 | 122,065 | 100% |

Ovilla Debt Service Profit & Loss Budget vs. Actual October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--|----------------|------------------|----------------|-----------------|------------------------------|
| Income | | | | | |
| 4000100 · Taxes | | | | | |
| 4000107 · Ad Valorem, Current I & S | 31,137 | 403,952 | 425,942 | -21,990 | 95% |
| 4000111 · Ad Valorem, Delinquent I & S | 175 | 778 | 7,000 | -6,222 | 11% |
| 4000114 · Interest/Penalties - I & S | 286 | 541 | 4,000 | -3,459 | 14% |
| Total 4000100 · Taxes | 31,598 | 405,271 | 436,942 | -31,671 | 93% |
| 4000800 · Other Revenue | | | | | |
| 4000840 · Interest Earned | 77 | 240 | 1,000 | -760 | 24% |
| 4000900 · Reduction of Reserve Fund Bal. | 0 | 0 | 36,873 | -36,873 | 0% |
| 4000930 · Transfer In - Water & Sewer | 0 | 40,653 | 162,610 | -121,957 | 25% |
| Total 4000800 · Other Revenue | 77 | 40,893 | 200,483 | -159,590 | 20% |
| Total Income | 31,675 | 446,164 | 637,425 | -191,261 | 70% |
| Expense | | | | | |
| 5157900 · Long-Term Debt | | | | | |
| 5157930 · Paying Agent Fees | 0 | 0 | 500 | -500 | 0% |
| 5157935 · 2011 Bond Issue Principle | 0 | 0 | 400,000 | -400,000 | 0% |
| 5157940 · 2011 Bond Issue Interest | 112,713 | 112,713 | 225,425 | -112,712 | 50% |
| Total 5157900 · Long-Term Debt | 112,713 | 112,713 | 625,925 | -513,212 | 18% |
| 5159000 · Reserves | | | | | |
| 5159015 · Debt Reserves | 0 | 0 | 11,500 | -11,500 | 0% |
| Total 5159000 · Reserves | 0 | 0 | 11,500 | -11,500 | 0% |
| Total Expense | 112,713 | 112,713 | 637,425 | -524,712 | 18% |
| Net Income | -81,038 | 333,451 | 0 | 333,451 | 100% |

City of Ovilla Capital Projects Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--|-----------|------------------|------------|----------------|------------------------------|
| Income | | | | | |
| 4000800 · Other Revenue | | | | | |
| 4000845 · Interest Earned - Texstar | 0 | 0 | 2 | -2 | 0% |
| 4000850 · Interest Earned - Prosperity | 20 | 107 | 250 | -143 | 43% |
| Total 4000800 · Other Revenue | 20 | 107 | 252 | -145 | 42% |
| Total Income | 20 | 107 | 252 | -145 | 42% |
| Expense | | | | | |
| 5879000 · Reserves | | | | | |
| 5879010 · Admin Reserves | 0 | 0 | 252 | -252 | 0% |
| Total 5879000 · Reserves | 0 | 0 | 252 | -252 | 0% |
| Total Expense | 0 | 0 | 252 | -252 | 0% |
| Net Income | 20 | 107 | 0 | 107 | 100% |

City of Ovilla - Park Impact Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|--------|------------------|--------|----------------|------------------------------|
| Income | | | | | |
| 4000400 · Charges for Services | 0 | 670 | 1,300 | -630 | 52% |
| 4000460 · Park Impact | 0 | 670 | 1,300 | -630 | 52% |
| Total 4000400 · Charges for Services | | | | | |
| 4000800 · Other Revenue | 1 | 5 | 15 | -10 | 33% |
| 4000840 · Interest Earned | 0 | 0 | 2,185 | -2,185 | 0% |
| 4000900 · Reduction of Fund Balance | 1 | 5 | 2,200 | -2,195 | 0% |
| Total 4000800 · Other Revenue | | | | | |
| Total Income | 1 | 675 | 3,500 | -2,825 | 19% |
| Expense | | | | | |
| 5606400 · Minor Capital Outlay | 0 | 0 | 500 | -500 | 0% |
| 5606410 · Land Improvements | 0 | 0 | 3,000 | -3,000 | 0% |
| 5606440 · Machinery and Equipment | 0 | 0 | 3,500 | -3,500 | 0% |
| Total 5606400 · Minor Capital Outlay | | | | | |
| Total Expense | 0 | 0 | 3,500 | -3,500 | 0% |
| Net Income | 1 | 675 | 0 | 675 | 100% |

Ovilla W&S Impact Fee Fund
Profit & Loss Budget vs. Actual City Council Report
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|----------------|------------------|---------------|-----------------|------------------------------|
| Income | | | | | |
| 4000400 · Charges for Services | | | | | |
| 4000476 · Water Impact Fee | 0 | 0 | 1,105 | (1,105) | 0% |
| 4000477 · Sewer Impact Fee | 0 | 87 | 0 | 87 | 100% |
| Total 4000400 · Charges for Services | 0 | 87 | 1,105 | (1,018) | 8% |
| 4000800 · Other Revenue | | | | | |
| 4000840 · Interest Earned | 14 | 72 | 150 | (78) | 48% |
| 4000990 · Reduction in Fund Balance | 0 | 0 | 15,700 | (15,700) | 0% |
| Total 4000800 · Other Revenue | 14 | 72 | 15,850 | (15,778) | 0% |
| Total Income | 14 | 159 | 16,955 | (16,796) | 1% |
| Expense | | | | | |
| 5102300 · Contractual Services | | | | | |
| 5102310 · Consultant Fees | 4,018 | 4,018 | 15,700 | (11,682) | 26% |
| Total 5102300 · Contractual Services | 4,018 | 4,018 | 15,700 | (11,682) | 26% |
| 5859000 · Reserves | | | | | |
| 5859020 · Water Impact Fees Reserve | 0 | 0 | 1,205 | (1,205) | 0% |
| 5859030 · Sewer Impact Fees Reserve | 0 | 0 | 50 | (50) | 0% |
| Total 5859000 · Reserves | 0 | 0 | 1,255 | (1,255) | 0% |
| Total Expense | 4,018 | 4,018 | 16,955 | (12,937) | 24% |
| Net Income | (4,004) | (3,859) | 0 | (3,859) | 100% |

Ovilla 4B Economic Development Corporation
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|--------|------------------|--------|----------------|---------------------------|
| Income | | | | | |
| 4000100 · Taxes | 10,385 | 37,207 | 75,000 | -37,793 | 50% |
| 4000120 · Sales tax | | | | | |
| Total 4000100 · Taxes | 10,385 | 37,207 | 75,000 | -37,793 | 50% |
| 4000800 · Other Revenue | | | | | |
| 4000840 · Interest Income | 65 | 332 | 650 | -318 | 51% |
| Total 4000800 · Other Revenue | 65 | 332 | 650 | -318 | 51% |
| Total Income | 10,450 | 37,539 | 75,650 | -38,111 | 50% |
| Expense | | | | | |
| 8102200 · Special Services | | | | | |
| 8102220 · Website Support & Maintenance | 0 | 0 | 1,000 | -1,000 | 0% |
| 8102230 · Legal Fees | 0 | 0 | 500 | -500 | 0% |
| 8102240 · Audit | 0 | 1,590 | 1,590 | 0 | 100% |
| Total 8102200 · Special Services | 0 | 1,590 | 3,090 | -1,500 | 51% |
| 8102300 · Consultant Services | | | | | |
| 8102310 · Consultant Fees | 0 | 0 | 2,500 | -2,500 | 0% |
| 8102350 · Contract Labor | 0 | 0 | 45,000 | -45,000 | 0% |
| Total 8102300 · Consultant Services | 0 | 0 | 47,500 | -47,500 | 0% |
| 8103100 · General Supplies | | | | | |
| 8103110 · Office Supplies | 0 | 0 | 100 | -100 | 0% |
| Total 8103100 · General Supplies | 0 | 0 | 100 | -100 | 0% |
| 8104200 · Travel Expense | | | | | |
| 8104210 · Travel Expense | 0 | 10 | 1,500 | -1,490 | 1% |
| 8104220 · Professional Development | 0 | 270 | 1,500 | -1,230 | 18% |
| Total 8104200 · Travel Expense | 0 | 280 | 3,000 | -2,720 | 9% |

Ovilla 4B Economic Development Corporation
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---------------------------------------|--------|------------------|--------|----------------|---------------------------|
| 8105600 - Insurance | | | | | |
| 8105620 - Insurance - Liability | 0 | 144 | 285 | -141 | 51% |
| Total 8105600 - Insurance | 0 | 144 | 285 | -141 | 51% |
| 8105700 - Other Expenses | | | | | |
| 8105705 - Postage | 0 | 0 | 90 | -90 | 0% |
| 8105730 - Memberships | 0 | 1,100 | 2,000 | -900 | 55% |
| 8105765 - Miscellaneous | 0 | 0 | 1,000 | -1,000 | 0% |
| Total 8105700 - Other Expenses | 0 | 1,100 | 3,090 | -1,990 | 36% |
| 8109000 - Reserves | | | | | |
| 8109015 - Administrative Reserves | 0 | 0 | 16,085 | -16,085 | 0% |
| 8109215 - Transfer Out - General Fund | 0 | 0 | 2,500 | -2,500 | 0% |
| Total 8109000 - Reserves | 0 | 0 | 18,585 | -18,585 | 0% |
| Total Expense | 0 | 3,114 | 75,650 | -72,536 | 4% |
| Net Income | 10,450 | 34,425 | 0 | 34,425 | 100% |

Ovilla Municipal Development District Profit & Loss Budget vs. Actual October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|-------------------------------------|--------|------------------|--------|----------------|------------------------------|
| Income | | | | | |
| 4000100 · Taxes | | | | | |
| 4000120 · Sales tax | 3,297 | 10,477 | 20,000 | -9,523 | 52% |
| Total 4000100 · Taxes | 3,297 | 10,477 | 20,000 | -9,523 | 52% |
| 4000800 · Other Revenue | | | | | |
| 4000840 · Interest Income | 12 | 34 | 20 | 14 | 170% |
| Total 4000800 · Other Revenue | 12 | 34 | 20 | 14 | 170% |
| Total Income | 3,309 | 10,511 | 20,020 | -9,509 | 53% |
| Expense | | | | | |
| 9102200 · Special Services | | | | | |
| 9102230 · Legal Fees | 0 | 0 | 250 | -250 | 0% |
| 9102240 · Audit | 0 | 1,590 | 1,600 | -10 | 99% |
| 9102250 · Accounting | 0 | 0 | 250 | -250 | 0% |
| Total 9102200 · Special Services | 0 | 1,590 | 2,100 | -510 | 76% |
| 9102300 · Consultant Services | | | | | |
| 9102310 · Consultant Fees | 0 | 0 | 500 | -500 | 0% |
| Total 9102300 · Consultant Services | 0 | 0 | 500 | -500 | 0% |
| 9103100 · General Supplies | | | | | |
| 9103110 · Office Supplies | 0 | 0 | 100 | -100 | 0% |
| Total 9103100 · General Supplies | 0 | 0 | 100 | -100 | 0% |
| 9104200 · Travel Expense | | | | | |
| 9104220 · Professional Development | 0 | 0 | 250 | -250 | 0% |
| Total 9104200 · Travel Expense | 0 | 0 | 250 | -250 | 0% |

Ovilla Municipal Development District
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---------------------------------------|--------|------------------|--------|----------------|------------------------------|
| 9105600 - Insurance | | | | | |
| 9105620 - Insurance - Liability | 0 | 144 | 200 | -56 | 72% |
| Total 9105600 - Insurance | 0 | 144 | 200 | -56 | 72% |
| 9105700 - Other Expenses | | | | | |
| 9105705 - Postage | 0 | 0 | 25 | -25 | 0% |
| Total 9105700 - Other Expenses | 0 | 0 | 25 | -25 | 0% |
| 9109000 - Reserves | | | | | |
| 9109015 - Administrative Reserves | 0 | 0 | 16,345 | -16,345 | 0% |
| 9109215 - Transfer Out - General Fund | 0 | 0 | 500 | -500 | 0% |
| Total 9109000 - Reserves | 0 | 0 | 16,845 | -16,845 | 0% |
| Total Expense | 0 | 1,734 | 20,020 | -18,286 | 9% |
| Net Income | 3,309 | 8,777 | 0 | 8,777 | 100% |

Ovilla Fire Department Auxiliary
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|---|----------|------------------|--------------|----------------|------------------------------|
| Income | | | | | |
| 4000800 · Other Revenue | | | | | |
| 4000815 · Gifts | 0 | 240 | 1,500 | -1,260 | 16% |
| 4000830 · Vending Machines | 0 | 57 | 1,000 | -943 | 6% |
| 4000880 · Reduction in Fund Balance | 0 | 0 | 5,750 | -5,750 | 0% |
| Total 4000800 · Other Revenue | 0 | 297 | 8,250 | -7,953 | 4% |
| Total Income | 0 | 297 | 8,250 | -7,953 | 4% |
| Expense | | | | | |
| 5332100 · Employee Benefits | | | | | |
| 5332196 · Membership Dues | 0 | 0 | 100 | -100 | 0% |
| Total 5332100 · Employee Benefits | 0 | 0 | 100 | -100 | 0% |
| 5333400 · Maintenance Supplies and Parts | | | | | |
| 5333460 · Supplies - Miscellaneous | 0 | 386 | 3,000 | -2,614 | 13% |
| Total 5333400 · Maintenance Supplies and Parts | 0 | 386 | 3,000 | -2,614 | 13% |
| 5334200 · Travel Expenses | | | | | |
| 5334220 · Professional Development | 0 | 0 | 150 | -150 | 0% |
| Total 5334200 · Travel Expenses | 0 | 0 | 150 | -150 | 0% |
| 5335700 · Other Expense | | | | | |
| 5335735 · Official Functions | 0 | 416 | 3,000 | -2,584 | 14% |
| 5335765 · Miscellaneous | 0 | 714 | 2,000 | -1,286 | 36% |
| Total 5335700 · Other Expense | 0 | 1,130 | 5,000 | -3,870 | 23% |
| Total Expense | 0 | 1,516 | 8,250 | -6,734 | 18% |
| Net Income | 0 | -1,219 | 0 | -1,219 | 100% |

Ovilla Police Department Special Fund
Profit & Loss Budget vs. Actual
October 2012 through February 2013

| | Feb 13 | Oct '12 - Feb 13 | Budget | \$ Over Budget | % of Budget Thru Feb. 42% |
|--|--------|------------------|--------|----------------|------------------------------|
| Income | | | | | |
| 4000800 · Other Revenue | 300 | 801 | 8,000 | -7,199 | 10% |
| 4000815 · Gifts | 300 | 801 | 8,000 | -7,199 | 10% |
| Total 4000800 · Other Revenue | | | | | |
| Total Income | 300 | 801 | 8,000 | -7,199 | 10% |
| Expense | | | | | |
| 5232600 · Special Expenses | | | | | |
| 5232690 · Special Expenses - Other | 0 | 454 | 2,265 | -1,811 | 20% |
| Total 5232600 · Special Expenses | 0 | 454 | 2,265 | -1,811 | 20% |
| 5235500 · Repairs and Bldg Improvements | | | | | |
| 5235540 · Repairs - Machinery & Equipment | 0 | 0 | 100 | -100 | 0% |
| Total 5235500 · Repairs and Bldg Improvements | 0 | 0 | 100 | -100 | 0% |
| 5235700 · Other Expense | | | | | |
| 5235735 · Official Functions | 0 | 0 | 500 | -500 | 0% |
| Total 5235700 · Other Expense | 0 | 0 | 500 | -500 | 0% |
| 5236400 · Minor Capital Outlay | | | | | |
| 5236440 · Machinery and Equipment | 0 | 620 | 1,800 | -1,180 | 34% |
| Total 5236400 · Minor Capital Outlay | 0 | 620 | 1,800 | -1,180 | 34% |
| 5239000 · Reserves | | | | | |
| 5239010 · Administrative Reserves | 0 | 0 | 3,335 | -3,335 | 0% |
| Total 5239000 · Reserves | 0 | 0 | 3,335 | -3,335 | 0% |
| Total Expense | 0 | 1,074 | 8,000 | -6,926 | 13% |
| Net Income | 300 | -273 | 0 | -273 | 100% |

City Administrator Activity Report

Prepared by Jacqueline Lee, Interim City Administrator (ICA)

Week of March 18, 2013

1st Week Activities

Interim City Administrator Assignment commenced Monday, March 18, 2013.

Week began with Staff meeting and introductions, which was followed by meetings with Mayor Tom Leverentz, Mayor Pro Tem Richard Dormier, and City Secretary Pamela Woodall.

A list of projects and issues was provided and discussed with the ICA for inclusion in her work plan. These issues will be discussed with staff to determine current status, next step, and tentative schedules for completion and/or progress reports. The Mayor and Council will be provided progress reports on these projects on a regular basis and/or through the Council Agenda process.

A listing of the issues includes:

- Personnel Policy /Handbook Review and Recommendations
- Personnel Needs Assessment
- Analysis of 50 Employees Threshold
- Ovilla Road Plat – Ovilla Baptist Church Sports Complex
- FEMA – Flood Plain Management Ordinance – Preparation for FEMA review
- Engineering Design Standards
- Solid Waste Contract – Request for proposal development
- Purchasing Policy/ Handbook Review and Recommendations
- Main Street/Downtown Sewer
- Land Purchase – Pickard Property
- Scheduling and preparation for EDC Workshop with City Council regarding TIF Feasibility
- Adoption FM 664 Schematic as thoroughfare ROW
- Completion of City Hall Remodeling
- Naming of City Ball field for former Mayor
- Code Enforcement - Illegally parked vehicles and deteriorated fences
- Board and Commission Activity
- Other City concerns or projects which occur during interim assignment
- Budget and Financial related projects/activities.

Weekly activities also included individual meetings with department heads and other key staff to review their current and future projects and activities. Public Works Director provided tour of City and visual of street improvements project last fiscal year and those scheduled for this fiscal year. A tour of new residential development, Ovilla Parc was included.

New Issue: Section 125 Cafeteria Plan

It has been brought to our attention that a Pre-Tax 125 Cafeteria concern related to benefits payroll deductions may exist.

A Cafeteria Plan is an employee benefits program:

- Designed to take advantage of Section 125 of the Internal Revenue Code
- Employees make contributions to insurance plans/premiums with pre-tax dollars
- Taxable income is reduced by the amount contributed
- Employees pay less in taxes and have more take-home pay
- With pre-tax income lowered, Employers pay less in Social Security (FICA) payroll taxes.

According to the City of Ovilla Personnel Policies/Handbook, a Cafeteria Plan is a benefit not currently offered. Our preliminary findings indicate that there has been some payroll deductions associated with a Cafeteria Plan.

We have begun our research and are in the process of collecting information to clearly define the issue and staff and City impact. If it is determined that inaccurate payroll deductions were made we will determine the fiscal impact, develop a correction strategy, and brief Council before proceeding with any action. We are moving expeditiously to provide Council a full overview of the issue for clarity and the potential impact.

Interim City Administrator Work Schedule:

During this 1st week it has been determined that due to work activities, staff schedules and Council Agenda development that the ICA's four week schedule will be Monday thru Thursday from 8:15 am to 5:15 pm. The ICA is amenable to schedule changing, as we move through this interim period, and there is cause to change my schedule to accommodate the needs of Council and staff. ICA can be reached at 972-572-9134 (Home) or 214-536-5706 (Cell).



Villa City Council

CONSENT REPORT

Meeting Date: March 25, 2013

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Staff

Attachments:

- Minutes of the February 25, 2013 Regular Council Meeting
- Minutes of the March 11, 2013 Regular Council Meeting
- Minutes of the March 18, 2013 Special Council Meeting
- Staff's response regarding audit firm's management letter, reconciling utility deposits.

Discussion / Justification:

Recommendation / Staff Comments:

Staff recommends approval.

Sample Motion(s):

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

CITY OF OVILLA MINUTES

Monday, February 25, 2013

Regular City Council Meeting

105 S. Cockrell Hill Road, Ovilla, TX 75154

Mayor Leverentz called the Regular Council Meeting of the Ovilla City Council to order at 7:00 P.M. The following City Council Members were present:

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

Mayor Leverentz noted present members, thus constituting a quorum. Various department-heads and staff were also present.

PL3 Griffin gave the Invocation

PL4 Hunt led the recitation of the Pledge of Allegiance

COMMENTS, PRESENTATIONS, REPORTS AND/OR APPOINTMENTS

Mayor Leverentz announced the placement of another paver scheduled this Saturday, 9 a.m., at Heritage Park.

Mayor Leverentz commended the Ovilla Service League's successful Annual Benefit Dinner, receiving tremendous help from PL4 Hunt with sponsorship and fund raising. Council acclaimed it was a great group effort.

◆ *Citizens Comments / Citizens Forum:*

1. None.

◆ *Department Activity Reports / Discussion*

- Finance Department City Accountant S. Jungman
 - Briefed Council on January 2013 monthly financials. In an effort to accommodate Council's request for additional information, two separate reports were distributed. PL4 Hunt asked Ms Jungman to continue working on the formatting and filtering, as he preferred one consolidated report.
- Administration Mayor ProTem R. Dormier
 - Update: FEMA – In process of updating floodplain ordinance
 - Update: Solid Waste Contract – will bring optional extension(s) back to Council for consideration
 - Update: The EDC expects to bring a presentation regarding TIRZ/TIF in coming months for Council's consideration
 - Update: Engineering Design Standards – currently working with city engineer
 - Update: Residential Development – Sandarach Forest recently submitted a final (incorrect) plat but the preliminary plat had expired; the developer was required to resubmit/re-file.

CONSENT ITEMS

- Minutes of the February 06, 2013 Special City Council Meeting
- Inter-local Cooperation Contract for the lease of voting machine(s) between Ellis County and the City of Ovilla.

PL4 Hunt made the motion that Council approves the consent items as presented, 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.

REGULAR AGENDA

ITEM 1. DISCUSSION/ACTION – Consider acceptance of the Annual Financial Audit Report for the year ending September 30, 2012, prepared by Yeldell, Wilson and Company, C.P.A., P.C.

Ms Tracie Wood with Yeldell, Wilson & Company, C.P.A., P.C, briefly reviewed and answered Council questions to the FY2011-2012 audited financial statements. Ms Wood gave a synopsis of the Water & Sewer Fund and the General Fund, both under budget for FY2011-2012. The unassigned general fund balance currently held approximately 198-days. Two recommendations were matters of potential benefit, not significant deficiencies or weakness:

1. It was recommended that the City revise the current policy with new definitions and terminologies, and whether to first apply restricted, committed, assigned, or unassigned resources when an expenditure is incurred for which amounts in any of these restricted or unrestricted fund balance classifications could be used.
2. Additionally, it was recommended the City reconcile the utility customer deposit listing to the general ledger monthly or at a minimum at year-end.

An error on page 3 of the Management's Discussion and Analysis Letter, Financial Highlights, was detected by PL4 Hunt. Ms Wood acknowledged the error and said a replacement page would be forthcoming.

PL1 Hall made the motion that Council accepts the audit report for the Fiscal Year ending September 30, 2012, 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 – Receive update on material costs, city labor requirements and discuss possible development agreement with property owners along the proposed Main Street Sanitary Sewer.

Mayor ProTem Dormier and staff compiled an estimated cost of materials and labor to construct the proposed Main Street sewer. The list still lacked a solid or complete proposal, but provided a clear understanding the project would be costly for the city and property owners. Mayor Leverentz and Council debated concerns involving the costly investment for but a few property owners, yet, realizing the benefit it would be to the downtown area and those it *could* serve. PL4 Hunt presented his opposing view of the economic analysis impact this project would have on Ovilla by showing his own illustrated power point presentation. Mayor ProTem Dormier agreed to talk with the property owners again about the cost involved to see if they wanted to continue in the pursuit of the project.

NO ACTION ON THIS ITEM.

ITEM 3. DISCUSSION/ACTION – Consider authorizing proposed Resolution 2013-001 executing an optional one-year extension of the depository services contract between the City of Ovilla and Prosperity Bank.

The city's depository agreement with Prosperity Bank began in June 2010 for a period not to exceed 5-years. Following an initial term of 3-years, the agreement provides for two optional 1-year renewals. This was the first 1-year optional renewal. Staff contacted Prosperity Bank and verified their intent to renew the existing contract.

PL1 Hall made the motion that Council accepts and approves Resolution 2013-001 executing the one-year extension of the depository agreement with Prosperity Bank as presented; seconded by PL3 Griffin. *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 4. *DISCUSSION* – Review the Ovilla Code of Ordinances relating to Sections 33.8 & 33.9, Residential Off-Street Parking and Residential Parking Development Standards.

PL1 Hall asked that Council review the Code relating to residential off-street parking violations particularly on the front or side yards of unimproved surfaces in Ovilla. Code Enforcement Officer Mike Dooly was present and answered questions regarding clarification of the Code and its penalties. Council deliberated Section 33.8 Residential Off-Street Parking and Section 33.9 Residential Parking Development Standards of the Code of Ordinances. The Code allows parking on an improved surface or in the rear plane of a residence so as not to be visible. PL1 Hall identified specific homes in his neighborhood for Mr. Dooly to check. PL1 Hall stated his concerns for Ovilla's aesthetics and asked Mr. Dooly and the Police Department to increase enforcement by scouting the neighborhoods. Council recommended that Mr. Dooly help by devising a more restrictive ordinance with a better plan to define side and rear plane parking, unimproved surfaces and additional screening. It was also noted that gravel drives/parking were grandfathered if in place before adoption of the Code. It was also commented that some differences were based on lot sizes. There were a few conflicts observed in the Code.

Discussion Only. No Action.

ITEM 5. *DISCUSSION* – Consider entering into a contract with Texas First Group to provide interim city administrator services.

Mayor ProTem Dormier wanted Council to be aware of this option and what the contract would entail. PL1 Hall recommended this come back to Council for action to relieve Mayor ProTem Dormier from the daily workings at City Hall. Mayor ProTem Dormier advised he was okay for now. Structure of the contract was acceptable.

Discussion Only. No Action.

ITEM 6. *DISCUSSION* – Consider hiring an executive fee-based management firm to successfully identify and locate qualified applicants for the permanent city administrator's position.

A retained "head-hunter" firm would be paid a fixed fee between \$20K-\$30K, providing a guarantee that the new administrator would remain with the City for a minimum of 2 years. The positive standpoint is that the firm would present 5 qualified candidates. PL1 Hall was adamantly opposed to

hiring a firm for that amount of money. Council continued discussion and felt that waiting until after May-June might bring in candidates that are more qualified.

Discussion Only. No Action.

ITEM 7. DISCUSSION/ACTION – Deliberate the appointment employment, compensation and/or duties of the interim City Administrator and/or permanent City Administrator.

EXECUTIVE SESSION

Mayor Leverentz called an Executive Session pursuant to Texas Local Government Code, Section 551.074, Personnel Matters at 8:35 p.m.

ITEM 7. DISCUSSION/ACTION – Deliberate the appointment employment, compensation 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.

Mayor Leverentz and Council reconvened into Open Session at 9:01 p.m. No action was taken during the Executive Session.

No Action.

Adjournment

PL4 Hunt made the motion to adjourn, seconded by PL2 Stevenson.

There being no further business, Mayor Leverentz adjourned the meeting at 9:02 p.m.

Tom Leverentz, Mayor

ATTEST:

Pamela Woodall, City Secretary

March 25, 2013

Certified Executive Agenda sealed and filed separately.

CITY OF OVILLA MINUTES

Monday, March 11, 2013

Regular City Council Meeting

105 S. Cockrell Hill Road, Ovilla, TX 75154

Mayor Leverentz called the Regular Council Meeting of the Ovilla City Council to order at 7:00 P.M. The following City Council Members were present:

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

Mayor Leverentz noted present members, thus constituting a quorum. Various department-heads and staff were also present.

Mayor ProTem Dormier gave the Invocation
PL4 Hunt led the recitation of the Pledge of Allegiance

COMMENTS, PRESENTATIONS, REPORTS AND/OR APPOINTMENTS

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

1. Mr. Joseph Myers asked to hold his comments when Council addressed Item 7.

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

- Police Department Chief M. Moon
- Briefed Council on the Police Department monthly report – no questions.
- Fire Department Assistant Fire Chief P. Brancato
 - Briefed Council on the Fire Department monthly report and explained that 80%-85% of the calls were medical, not fire related.
- Public Works Director B. Piland
 - Briefed Council on the Public Works Department monthly report – busy month.
- Finance Department City Accountant S. Jungman
 - Briefed Council on the monthly Municipal Court report – fines are down. Ms Jungman commended the Public Works Director and his crews for their work replacing the roof on the concession stand.
- Administration Mayor ProTem R. Dormier
 - City Hall front lobby renovations are underway
 - New SPAM Filter has drastically reduced spam emails
 - Monthly Reports – Code Enforcement/Animal Control, Mike Dooly is dealing with skunks.

CONSENT ITEMS

- Financial transactions
- Minutes of the February 11, 2013 Regular Council Meeting

PL4 Hunt made the motion that Council approves the consent items as presented, 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.

EXECUTIVE SESSION

Mayor Leverentz announced a Closed Meeting called pursuant to Texas Government Code § 551.074 -Personnel Matters at 7:15 p.m.

- ITEM 1. 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.**

Mayor Leverentz and Council reconvened into Open Session at 8:00 p.m. announcing that no decisions were made in Executive Session.

REGULAR AGENDA

Mayor Leverentz moved the order of the agenda to address Item 3 first.

- ITEM 3. DISCUSSION/ACTION** – Consider proposed Ordinance 2013-006 granting ONCOR Electric to use the present and future streets, alleys, highways, public utility easements for public ways and public property of the City of Ovilla and providing compensation thereof. ONCOR representative Mr. Kenneth Govan will be present.

Legal counsel reviewed the franchise ordinance and approved to form. Council voiced concerns regarding the duration of the contract (20 years). Mr. Kenneth Govan, representative from ONCOR was present and explained that this is an extension of the existing franchise contract. Twenty years is standard and mirrors all the other cities' contracts. Council confirmed that in the development of a new subdivision, a 10ft-15ft easement behind the right-of-way was achievable. ONCOR representatives confirmed that facilities could most certainly be placed out of the right-of-way – that worked under this agreement.

PL4 Hunt made the motion that Council approves and adopts the proposed Ordinance 2013-006 granting authority to ONCOR Electric Delivery Company, LLC, an electric power franchise as presented; seconded by PL3 Griffin. *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.

Mayor Leverentz moved the order of the agenda to address Item 1.

- ITEM 1. DISCUSSION/ACTION** – Deliberate the appointment employment, and/or duties of the interim City Administrator and/or permanent City Administrator.

NO DISCUSSION.NO ACTION.

- ITEM 2. DISCUSSION/ACTION** – Consider entering into a contract with Texas First Group to provide interim city administrator services.

PL4 Hunt made the motion that Council authorizes the Mayor to enter into an agreement with Texas First Group to provide interim city administrator services; 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 4. DISCUSSION/ACTION – Review of Auditor's Letter to Management for 2010-11 Fiscal Year Audit and 2011-12 Fiscal Year Audit. Required response from staff/City Administrator to Council.

PL1 Hall asked Council to review the Management Letters over the past two years (FY2011-2012 & FY2012-22013), noting that the past two years audit recommendations had not taken place nor yet occurred. PL1 Hall expressed that it was prudent staff adhere to these suggestions from the auditor and advise Council each year that these recommendations were handled and completed. It was determined that staff would respond to Council regarding the potential benefits noted in the January 31, 2013 auditor's letter to Council at the next meeting.

PL1 Hall made a motion that the city secretary work with the city accountant and return to Council at the next meeting with a recommendation of how they planned to address Item 2, Customer Utility Deposits noted the auditor's management letter from Jan.2013; 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 5. DISCUSSION/ACTION – Consider a proposed Resolution 2013-002, updating and replacing Resolution 2011-021 in accordance with the recommendation of the external audit firm, Yeldell, Wilson & Company P.C., by establishing a Fund Balance Policy.

PL1 Hall advised that GASB54 (Governmental Accounting Standards Board) identified certain terminology and classifications within fund balances. Working with Ovilla's auditor's PL1 Hall created an updated policy according to identified classifications provided through GASB and recommendation by the audit firm. Additionally, the city accountant calculated approximately 25% of the current fund balance after contingencies, which is about 91.3 days in current reserve. Current unassigned fund balance is \$657,540. The proposed resolution states that the city administrator shall be responsible for monitoring and reporting the City's various fund balances and is directed to make recommendations to Council on the use of funds. Compliance of the provisions of the policy shall be reviewed and included in the annual audit.

PL1 Hall made a motion that Council approves Resolution 2013-002 as presented; seconded by PL4 Hunt. *Mayor Leverentz asked for a record vote by announcement of AYE or NAY. Present Council announced AYE in favor. No oppositions, no abstentions.*

VOTE: The motion carried unanimously: 5-0.

ITEM 6. DISCUSSION – Review of City of Ovilla monthly financial reports, budget manager's authority for budget adjustments and change in format of monthly financial reports.

PL1 Hall reviewed various formats for an improved comprehension of the approved budget and working budget. Financial reports used now and reports used back in 2008 were compared. According to PL1 Hall's opinion, the 2008 financial reports were much better formatted. Ms Jungman advised Council that QuickBooks could not produce or export to Excel the same formatted reports used in 2008. The city accountant worked with Mayor ProTem and PL4 Hunt in creating a sample report that might work using QuickBooks software and distributed such to Council. PL1 Hall expressed that this report was a great improvement and thanked Ms Jungman for her efforts.

NO ACTION.

- ITEM 7. DISCUSSION/ACTION** – Consider a proposed agreement by and between the City of Ovilla and the HOA (Home Owner Association) of Ashburne Glen, both acting through their duly authorized officers and representatives to be effective April 1, 2013.

Mayor ProTem Dormier and PL2 Stevenson completed affidavits to recues themselves from participation on this item. The agreement renews annually. One revision to the disbursement of association dues was made from quarterly to monthly payments in the new agreement. Ms Jungman said she had a good working relationship with the association president and had no issues with reporting software. HOA dues remain the same and the association pays the city the same fee each year. PL1 Hall advised that under Section 10 of the Ovilla Code of Ordinances a Mandatory Homeowners' Association was in effect.

PL4 Hunt made a motion that Council approves the proposed HOA Agreement with Ashburne Glen to be effective April 1, 2013 as presented; seconded PL1 Hall. *Mayor Leverentz asked for a record vote by announcement of AYE or NAY. Council Members PL1 Hall, PL3 Griffin and PL4 Hunt announced AYE in favor. No oppositions, PL2 Stevenson and Mayor ProTem Dormier abstained.*

VOTE: The motion carried: 3 in favor with 2 abstentions.

- ITEM 8. DISCUSSION/ACTION** – Consider a proposed agreement by and between the City of Ovilla and the HOA (Home Owner Association) of Meadow Glen, both acting through their duly authorized officers and representatives to be effective April 1, 2013.

PL1 Hall completed an affidavit to recues himself from participation on this item. This agreement was the same as in Item 7 other than the annual fee to the city.

PL4 Hunt made a motion that Council approves the proposed HOA Agreement with Ashburne Glen to be effective April 1, 2013 as presented; seconded PL2 Stevenson. *Mayor Leverentz asked for a record vote by announcement of AYE or NAY. Council Members PL2 Stevenson, PL3 Griffin, PL4 Hunt and Mayor ProTem Dormier announced AYE in favor. No oppositions, PL1 Hall abstained.*

VOTE: The motion carried: 4 in favor with 1 abstention.

- ITEM 9. DISCUSSION/ACTION** – Direct staff to notify CWD that Ovilla will not be extending the 2 one-year optional extensions to the current contract. Also, direct staff to prepare RFP to include current services plus once-a-year household hazardous waste service day as an alternate bid item.

Council took "no action" during the February 11 meeting regarding the option to continue with a new additional 5-year service agreement with CWD. The current contract still provides for 2, 1-year

extensions. The consensus from Council was not to move forward with the current contract and direct staff to prepare for bid. This item would require two motions.

PL2 Stevenson made a motion that Council directs staff to notify Community Waste Disposal of the city intent not to continue with the 2 one-year optional extensions to the current contract; seconded by PL3 Griffin. *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.

PL1 Hall made a motion that Council directs staff to prepare RFP for a solid waste collection and disposal recyclable materials, collections and processing, including a once-a-year household hazardous waste services day as an alternate bid item; 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 10. DISCUSSION/ACTION – Consider a request from Mr. Jeff Byers to name a city baseball field after his grandfather and former Mayor, Mr. Weldon Odell, and direct staff to return with a resolution.

Mr. Jeff Byers addressed Council during the Citizens Forum at the January 28 meeting and asked for consideration in naming a baseball field after his grandfather. PL3 Griffin stated that he knows the former Mayor, Mr. Odell, adding that Mr. Odell was instrumental in establishing the ball fields. PL3 Griffin asked that staff research what parklands were currently named and come back with a resolution to name one, unnamed ball field after Mr. Odell. PL1 Hall brought a sample policy regarding the naming of parklands in Ovilla. He asked staff and Council to review the policy and possibly use it as a tool to create one suited for Ovilla at a later date.

NO ACTION.

ADJOURNMENT

PL4 Hunt made a motion to adjourn the meeting; seconded by Mayor ProTem Dormier. There being no further business, Mayor Leverentz adjourned the meeting at 8:55 p.m.

Tom Leverentz, Mayor

ATTEST:

Approved March 25, 2013

Pamela Woodall, City Secretary

Attachments: Three filed affidavits to abstain from voting. (PL1 Hall, PL2 Stevenson and Mayor ProTem Dormier)

Certified Executive Agenda sealed and filed separately.



AFFIDAVIT

STATE OF Texas)
)
COUNTY OF Ellis)

That on this 14 day of MARCH, 2013, RALPH G. HALL personally came and appeared before me at _____ o'clock AM/PM , Ovilla City Hall, of Ovilla, Texas, known, and known to me, who says:

Per the Local Government Code, Section 171, I am filing this affidavit stating that I shall abstain from voting and participating in the City Council matter of __

ITEM 8. DISCUSSION/ACTION – Consider a proposed agreement by and between the City of Ovilla and the HOA (Home Owner Association) of Meadow Glen, both acting through their duly authorized officers and representatives to be effective April 1, 2013.

The nature and extent of my interest in this matter is CHAIRMAN Meadow Glen HOA.

FURTHER AFFIANT SAYETH NOT.
Ralph G. Hall

(Signature)

PRINTED NAME: RALPH G. HALL

PRESENTED AND FILED with me on this _____ day of _____, 20__.

Pamela Woodall

CITY CLERK

CITY OF OVILLA MINUTES

Monday, March 18, 2013

City Council Special Meeting

105 S. Cockrell Hill Road, Ovilla, TX 75154

Mayor Leverentz called the Special Council Meeting of the Ovilla City Council to order at 5:01 P.M. The following City Council Members were present:

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

Mayor Leverentz noted present members, thus constituting a quorum.

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

I. EXECUTIVE SESSION

Mayor called a closed meeting called pursuant to Texas Government Code § 551.074 – Personnel Matters. Time: 5:06 p.m.

ITEM 1. DISCUSSION/ACTION – Deliberate the appointment employment, and/or duties of the interim City Administrator and/or permanent City Administrator.

Conduct interviews:

1. Lambert Little
2. Kenneth West
3. K. M. Hubert

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

Mayor Leverentz and Council reconvened into Open Session at 7:05 p.m. No action was taken during the Executive Session.

PL4 Hunt made a motion that Council directs staff to send letters to each listed applicant of the city's intent to continue the search for a city administrator; seconded by Mayor ProTem Dormier. *Mayor Leverentz asked for a record vote by announcement of AYE or NAY. Present Council announced AYE in favor. No oppositions, no abstentions.*

VOTE: The motion carried unanimously: 5-0.

Adjournment

PL2 Stevenson made the motion to adjourn, seconded by PL3 Griffin.

There being no further business, Mayor Leverentz adjourned the meeting at 7:07 p.m.

ATTEST:

Tom Leverentz, Mayor

Pamela Woodall, City Secretary

March 25, 2013

Certified Executive Agenda sealed and filed separately.

Tom Leverentz, Mayor
Ralph Hall, Councilmember, Place 1
Larry Stevenson, Councilmember, Place 2



David Griffin, Councilmember, Place 3
Doug Hunt, Councilmember, Place 4
Richard Dormier, Mayor Pro Tem, Place 5
Randy Whiteman, City Administrator

3/20/13

Reference: Auditor's recommendation to reconcile Utility Customer Deposits

Resolution: Once the Auditor's closing entries have been made, I will go back and reconcile the utility deposits from October 2012 to March 2013 and then I will continue to do this reconciliation on a monthly basis.

A handwritten signature in black ink, appearing to read "Sharon Jungman", with a long horizontal line extending to the right.

Sharon Jungman

City Accountant



AGENDA ITEM REPORT

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

Meeting Date: March 25, 2011

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Council Request

Amount: \$250 (maximum)

| | |
|---|--|
| Attachments: | |
| 1. Proposed Resolution 2013-003 | |
| Agenda Item / Topic: | |
| ITEM 1. | DISCUSSION/ACTION – Consider adoption of Resolution 2013-003 naming the main city baseball field Weldon Odell Field , after former Mayor Weldon Odell and authorize an expenditure for a sign not to exceed \$250. |
| Discussion / Justification: | |
| Council previously discussed the naming of one of the baseball fields after former Mayor Weldon Odell. Mr. Odell was instrumental in the establishment of the ball field park behind city hall. | |
| Recommendation / Staff Comments: | |
| N/A | |
| Sample Motion(s): | |
| <i>“I MAKE A MOTION THAT COUNCIL APPROVES / DENIES RESOLUTION 2013-003 NAMING THE MAIN CITY BASEBALL FIELD THE WELDON ODELL FIELD.”</i> | |
| <i>“I MAKE A MOTION AUTHORIZING DESIGNATED STAFF TO PURCHASE A SIGN FOR THE WELDON ODELL FIELD NOT TO EXCEED \$250.”</i> | |

RESOLUTION 2013-003
A Resolution Naming Weldon Odell Field

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF OVILLA,
TEXAS, NAMING THE MAIN BASEBALL FIELD BEHIND THE CITY HALL
BUILDING THE WELDON ODELL FIELD.**

WHEREAS, the City found it beneficial to establish baseball fields behind the Ovilla City Hall building for the betterment and enjoyment of Ovilla's residents, and

WHEREAS, Weldon Odell and his family purchased land in Ovilla in 1963 and remained longtime residents of Ovilla, and

WHEREAS, Weldon Odell was Mayor of Ovilla during 1969-1975, and

WHEREAS, Weldon Odell was Mayor of Ovilla when the baseball fields were created, and

WHEREAS, Weldon Odell was instrumental in the establishment of the ballpark, and

WHEREAS, Mayor Odell originated and coached the first Ovilla baseball team while his wife, Happy Odell, worked the first ballpark concession stand, also constructed with the financial and physical support of Mr. Weldon Odell, and

WHEREAS, The Ballpark has been classified as a community park, yet is without an official name, and

WHEREAS, the Ovilla City Council proposed naming the main baseball field as "Weldon Odell Field", and

WHEREAS, the Ovilla City Council and the Ovilla Baseball Association concurs that the proposed name is appropriate;

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

That the main baseball field located behind the Ovilla City Hall Building at 105 S. Cockrell Hill Road as described is hereby named "Weldon Odell Field".

RESOLVED AND ADOPTED this the 25th day of March, 2013.

Tom Leverentz, MAYOR

ATTEST:

Pam Woodall, CITY SECRETARY



AGENDA ITEM REPORT

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

Meeting Date: March 25, 2011

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Council Request

Amount: N/A

Attachments:

- 1. Copy of proposed Resolution 2013-004
- 2. Staff report on assessment resolution
- 3. List of ACSC member cities
- 4. Invoice – 2013 assessment fee

Agenda Item / Topic:

ITEM 2. **DISCUSSION/ACTION** – Consider Resolution 2013-004 authorizing continued participation with the ATMOS Cities Steering Committee; and authorizing the payment of five cents per capita to fund regulatory and related activities related to ATMOS Energy Corporation.

Discussion / Justification:

The ATMOS Cities Steering Committee (ACSC) held their quarterly meeting and approved the assessment ACSC membership. The 2013 assessment per capita fee is \$.05. ACSC protects the authority of municipalities over the monopoly natural gas provider and defends the interests of the residential and small commercial customers within the cities.

Recommendation / Staff Comments:

N/A

Sample Motion(s):

“I MAKE A MOTION THAT COUNCIL APPROVES / DENIES THE PROPOSED RESOLUTION 2013-004 AUTHORIZING CONTINUED PARTICIPATION WITH ACSC, INCLUDING THE AUTHORIZATION OF PAYMENT OF FIVE CENTS PER CAPITA TO FUND REGULATORY AND RELATED ACTIVITIES RELATED TO ATMOS ENERGY CORP.”

RESOLUTION 2013-004

A RESOLUTION AUTHORIZING CONTINUED PARTICIPATION WITH THE ATMOS CITIES STEERING COMMITTEE; AND AUTHORIZING THE PAYMENT OF FIVE CENTS PER CAPITA TO THE ATMOS CITIES STEERING COMMITTEE TO FUND REGULATORY AND RELATED ACTIVITIES RELATED TO ATMOS ENERGY CORPORATION

- WHEREAS, the City of **Ovilla** is a regulatory authority under the Gas Utility Regulatory Act (GURA) and has exclusive original jurisdiction over the rates and services of Atmos Energy Corporation, Mid-Tex Division (Atmos) within the municipal boundaries of the city; and
- WHEREAS, the Atmos Cities Steering Committee (ACSC) has historically intervened in Atmos rate proceedings and gas utility related rulemakings to protect the interests of municipalities and gas customers residing within municipal boundaries; and
- WHEREAS, ACSC is participating in Railroad Commission dockets and projects, as well as court proceedings and legislative activities, affecting gas utility rates; and
- WHEREAS, the City is a member of ACSC; and
- WHEREAS, in order for ACSC to continue its participation in these activities which affects the provision of gas utility service and the rates to be charged, it must assess its members for such costs; NOW THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF **Ovilla**, TEXAS:

I.

That the City is authorized to continue its membership with the Atmos Cities Steering Committee to protect the interests of the City of **Ovilla** and protect the interests of the customers of Atmos Energy Corporation, Mid-Tex Division residing and conducting business within the City limits.

II.

The City is further authorized to pay its 2013 assessment to the ACSC in the amount of five cents (\$0.05) per capita.

III.

A copy of this Resolution and approved assessment fee payable to "**Atmos Cities Steering Committee**" shall be sent to:

Mary Bunkley
Treasurer, Atmos Cities Steering Committee
c/o Arlington City Attorney's Office, Mail Stop 63-0300
P.O. Box 90231
Arlington, Texas 76004-3231

PRESENTED AND PASSED on this the **25th** day of **March, 2013**, by a vote of _____
ayes and _____ nays at a regular meeting of the City Council of the City of
_____, Texas.

Signature
Mayor

ATTEST:

Signature
City Secretary

APPROVED AS TO FORM:
City Attorney

BY _____


STAFF REPORT ON ASSESSMENT RESOLUTION FOR ATMOS CITIES STEERING COMMITTEE

Purpose of the Resolution:

Most municipalities have retained original jurisdiction over gas utility rates and services within municipal limits. The Atmos Cities Steering Committee (“ACSC”) is composed of municipalities in the service area of Atmos Energy Corporation, Mid-Tex Division regardless of whether original jurisdiction has been retained. Atmos is a monopoly provider of natural gas. Because Atmos has no competitors, regulation of the rates that it charges its customers is the only way that cities can ensure that natural gas rates are fair. Working as a coalition to review the rates charged by Atmos allows cities to accomplish more collectively than each city could do acting alone. Cities have more than 100 years experience in regulating natural gas rates in Texas.

ACSC is the largest coalition of cities served by Atmos Mid-Tex. There are 167 ACSC member cities, which represent more than 60 percent of the total load served by Atmos-Mid Tex. ACSC protects the authority of municipalities over the monopoly natural gas provider and defends the interests of residential and small commercial customers within the cities. Although many of the activities undertaken by ACSC are connected to rate cases (and therefore expenses are reimbursed by the utility), ACSC also undertakes additional activities on behalf of municipalities for which it needs funding support from its members.

The ACSC Membership Assessment Supports Important Activities:

ACSC is actively involved in rate cases, appeals, rulemakings, and legislative efforts impacting the rates charged by Atmos within the City. These activities will continue throughout the calendar year. It is possible that additional efforts will be necessary on new issues that arise during the year, and it is important that ACSC be able to fund its participation on behalf of its member cities. A per capita assessment has historically been used, and is a fair method for the members to bear the burdens associated with the benefits received from that membership.

Explanation of Resolution Paragraphs:

- I. This paragraph authorizes the continuation of the City’s membership in ACSC.
- II. This paragraph authorizes payment of the City’s assessment to the ACSC in the amount of five cents (\$0.05) per capita.
- III. This paragraph requires notification that the City has adopted the Resolution.

Payment of Assessment

The assessment payment check should be made out to “*Atmos Cities Steering Committee*” and mailed to Mary Bunkley, Treasurer, Atmos Cities Steering Committee, c/o Arlington City Attorney’s Office, Mail Stop 63-0300, P.O. Box 90231, Arlington, Texas 76004-3231.

ACSC Cities (167 Total)

| | | |
|------------------------|------------------|----------------------|
| Abilene | Everman | Murphy |
| Addison | Fairview | Newark |
| Allen | Farmers Branch | Nocona |
| Alvarado | Farmersville | North Richland Hills |
| Angus | Fate | Northlake |
| Anna | Flower Mound | Oak Leaf |
| Argyle | Forest Hill | Ovilla |
| Arlington | Fort Worth | Palestine |
| Bedford | Frisco | Pantego |
| Bellmead | Frost | Paris |
| Benbrook | Gainesville | Parker |
| Beverly Hills | Garland | Pecan Hill |
| Blossom | Garrett | Petrolia |
| Blue Ridge | Grand Prairie | Plano |
| Bowie | Grapevine | Ponder |
| Boyd | Groesbeck | Pottsboro |
| Bridgeport | Gunter | Prosper |
| Brownwood | Haltom City | Putnam |
| Buffalo | Harker Heights | Quitman |
| Burkburnett | Haskell | Red Oak |
| Burleson | Haslet | Reno (Parker County) |
| Caddo Mills | Hewitt | Richardson |
| Canton | Highland Park | Richland |
| Carrollton | Highland Village | Richland Hills |
| Cedar Hill | Honey Grove | River Oaks |
| Celeste | Hutto | Roanoke |
| Celina | Hurst | Robinson |
| Centerville | Iowa Park | Rockwall |
| Cisco | Irving | Roscoe |
| Clarksville | Justin | Rowlett |
| Cleburne | Kaufman | Royse City |
| Clyde | Keene | Sachse |
| College Station | Keller | Saginaw |
| Colleyville | Kemp | Seagoville |
| Colorado City | Kennedale | Sherman |
| Comanche | Kerens | Snyder |
| Commerce | Kerrville | Southlake |
| Coolidge | Killeen | Springtown |
| Coppell | Krum | Stamford |
| Copperas Cove | Lakeside | Stephenville |
| Corinth | Lake Worth | Sulphur Springs |
| Corral City | Lancaster | Sweetwater |
| Crandall | Lewisville | Temple |
| Crowley | Lincoln Park | Terrell |
| Dalworthington Gardens | Little Elm | The Colony |
| Denison | Lorena | Throckmorton |
| DeSoto | Madisonville | Trophy Club |
| Duncanville | Malakoff | Tyler |
| Eastland | Mansfield | University Park |
| Edgecliff Village | McKinney | Venus |
| Emory | Melissa | Vernon |
| Ennis | Mesquite | Waco |
| Eules | Midlothian | Watauga |

ACSC Cities (167 Total)

Waxahachie
Westlake
Westworth Village

Whitesboro
White Settlement
Wichita Falls

Woodway
Wylie

Atmos Cities Steering Committee
c/o Jay Doegey, City Attorney
101 S. Mesquite, 3rd Floor
Arlington, TX 76010

Invoice

| Date | Invoice # |
|------------|-----------|
| 03/01/2013 | 13-116 |

| Bill To |
|----------------|
| City of Ovilla |

| Item | Rate | Population (2010 Census) | Amount |
|-----------------|------|--------------------------|-----------------|
| 2013 Assessment | 0.05 | 3,492 | 174.60 |
| | | Total | \$174.60 |

Please make check payable to: Atmos Cities Steering Committee. Mail to ACSC, c/o Jay Doegey, City Attorney, 101 S. Mesquite, 3rd Floor
Arlington, TX 76010



AGENDA ITEM REPORT

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

Meeting Date: March 25, 2011

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Council Request

Amount: \$1,000 monthly

| |
|--|
| Attachments: |
| 1. Copy of Letter of Understanding for Consulting Services |
| Agenda Item / Topic: |
| ITEM 3. DISCUSSION/ACTION – Consider termination of the “Letter of Understanding for Consulting Services” with Randall Whiteman effective April 1, 2013. |
| Discussion / Justification: |
| Council recently hired TX First Group to provide an Interim City Administrator Jacqueline Lee, until a permanent city administrator is hired. This negates the need to retain the former city administrator. The April 1 termination date allows a two week overlap for consultation between Ms. Lee and Mr. Whiteman. |
| Recommendation / Staff Comments: |
| N/A |
| Sample Motion(s): |
| “I MAKE A MOTION THAT COUNCIL APPROVES / DENIES THE TERMINATION OF CONSULTING SERVICES AS PROVIDED IN THE “LETTER OF UNDERSTANDING” WITH RANDY WHITEMAN EFFECTIVE APRIL 1, 2013, AND DIRECTS STAFF TO NOTIFY MR. WHITEMAN.” |

Re: Letter of Understanding Regarding Consultation

Dear Mr. Whiteman:

The City of Ovilla would like to retain your services to consult with the Mayor, Interim City Administrator, City Administrator, and City Staff in the duties of the City Administrator. In return for the services performed by *Randall Whiteman*, as set forth below,

City of Ovilla will pay to *Randall Whiteman* a monthly fee of **One Thousand Dollars (\$1,000)** per month. Such amount shall be due and payable at the signing of the agreement and will continue monthly until cancelled by the City of Ovilla.

As *Consultant*, it is our understanding that you will perform the following functions by phone and email:

1. Review Agendas:

Review all agendas with the City Secretary for the City Council, BOA, P&Z and EDC.

2. Preparation of Agenda Packets:

Work with the City Secretary in the preparation of agenda packets.

3. Review of City Administrator Correspondence with the Interim City Administrator:

Review emails and correspondence on behalf of the Interim City Administrator.

4. Provide consultation for City Staff on departmental activities:

Assist the City Staff in complying with city policy and procedures.

5. Provide consultation to the Interim City Administrator:

Provide the Interim City Administrator with general consultation on municipal affairs.

6. Provide consultation to the Mayor:

Provide the Mayor with general consultation on municipal affairs.

7. Provide consultation to the City Administrator:

Provide the incoming City Administrator with general consultation on Ovilla and its municipal affairs.

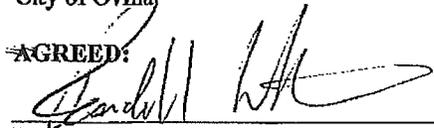
Through the life of the agreement, the City of Ovilla will provide a cell phone, copy of the Ovilla Code of Ordinances and a city email address to **Randall Whiteman**. At termination, **Randall Whiteman** will return these items, at the City's expense.

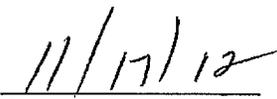
Should you have any questions or comments, please feel free to contact me. Please confirm this arrangement by signing and returning a copy of this letter.

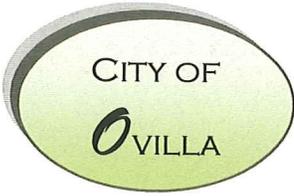
Sincerely,


Mayor Tom Leverentz
City of Ovilla

AGREED:


Randall Whiteman


Date



AGENDA ITEM REPORT

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

Meeting Date: March 25, 2011

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Council Request

Amount: N/A

Attachments:

- 1. Sections 33.8 & 33.8 of the Ovilla Code of Ordinances

Agenda Item / Topic:

ITEM 4. DISCUSSION/ACTION – Review the Ovilla Code of Ordinances relating to the Zoning Ordinance Sections 33.8 & 33.9, Residential Off-Street Parking and Residential Parking Development Standards.

Discussion / Justification:

PL4 Hall asked to review these sections.

Recommendation / Staff Comments:

N/A

Sample Motion(s):

"I MAKE A MOTION THAT COUNCIL APPROVES / DENIES / DIRECTS _____."

33.8

RESIDENTIAL OFF-STREET PARKING

A. Generally. It is recognized that uncontrolled residential off-street parking, specifically in residential front yards, is a public nuisance. The purpose of this section is to provide for the regulation of residential off-street parking and to specify the requirements for residential off-street parking as they pertain to the appearance and the health, safety, and welfare of the city.

B. Offense. A person commits an offense if the person parks or allows to be parked on any property under his control, any automobile, bus, truck, motorcycle, boat or recreational vehicle on any portion of a front yard or side yard of any lot or parcel located in a residentially zoned district or in any Commercial or Industrial zoned district being used for residential purposes, unless:

1. the vehicle is parked on an all-weather driveway that provides access to a garage, carport or off-street parking area required by this ordinance; or
2. an alternate surface has been reviewed and approved by the City's Engineer.

C. Driveway. A driveway for access to any single parking space or to a parking lot shall not be less than twenty (20) feet in width, nor more than thirty (30) feet in width, as measured at the property line along the street.

33.9

RESIDENTIAL PARKING DEVELOPMENT STANDARDS

The following regulations shall apply to all residential zoning districts and to any required front or side yard being used to park or store vehicles, including boats and trailers.

- A. Paving Materials. All vehicles, including RV's, campers, boats, or other trailer, which are parked or stored on private property in residential areas are to be on a concrete paved surface, asphaltic concrete, or pavers.
- B. Large Lots. Residences located on properties two (2) acres or greater in size may have an alternate surface material upon authorization of the City Council.
- C. Pavers. Pavers are not to exceed one-half inch (1/2") above the surface of the yard in which they are placed to allow them to be properly mowed and trimmed around.
- D. Off-Street Surface. Vehicles are to be completely resting on such surfaces from the point they leave the public streets to the point upon which they are parked or stored.
- E. Relationship to Curb. All vehicles shall be so parked in relation to the street and dwelling at right angles and not to extend over any walkway or be closer than eight (8) inches from the back of the curb so they will not obstruct the pedestrian ways.
- F. Violation. Any vehicle found by the Administrative Official or City Code Enforcement Officer to be in violation of and provision of this Section must be made operable or moved to an enclosed building within thirty (30) days from the notification of such condition existing.
- G. Subject Vehicles. A person commits an offense if the person parks or stores a recreational vehicle, camper, boat, or other trailer in any front or side yard driveway.

From: Mike Dooly
Sent: Wednesday, March 06, 2013 4:13 PM
To: place5dormier@cityofovilla.org
Subject: possible solutions to parking

Issue- Parking cars, boats, or trailers behind the residence:

City Code requires any new construction of driveways or alleyways to be concrete-City Code states, "vehicles cannot be parked in front of or side yard of residence and should be on concrete or asphalt and should be on improved surface from the time it leaves the road until it is parked." Thus, requiring any resident wishing to park a car, boat, trailer or recreation vehicle behind the residence to pour concrete from the driveway to the parking area, unless they have a variance from the City of Ovilla Board of Adjustment for an alternate surface.

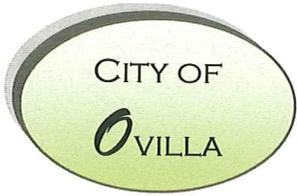
Possible Solutions

1. Prohibit any and all parking behind main dwelling
2. Screen any vehicle, car, boat, truck, recreational vehicle or trailer from view.
 - (a) A vehicle, car, truck or trailer parked behind a residence and is completely screened from the right of way by use of a fence, wall or other permanent structure,

Construction standard requires all new constructions be concrete

Possible solution -

1. Allow parking behind rear of house with provided alternate parking surface
2. Allow construction of drive ways, alternate surface asphalt /gravel, behind main dwelling only, or
3. Driveway construction – 50 ft of concrete from road; then allowing alternate surface of gravel or asphalt.



Ovilla City Council

AGENDA ITEM REPORT

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

Meeting Date: March 25, 2011

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Council Request

Amount: N/A

Attachments:

1. Section 3.05.11 of the Ovilla Code of Ordinances

Agenda Item / Topic:

ITEM 5. **DISCUSSION/ACTION** – Review the Ovilla Code of Ordinances relating to Sections 3.05.11, Fences/existing fences.

Discussion / Justification:

PL4 Hall asked to review these sections.

Recommendation / Staff Comments:

N/A

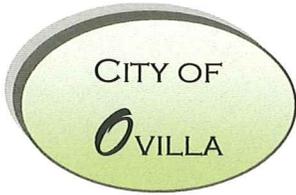
Sample Motion(s):

***"I MAKE A MOTION THAT COUNCIL APPROVES / DENIES / DIRECTS
_____."***

ARTICLE 3.05 FENCES

Sec. 3.05.011 Existing fences

Existing fences are subject to inspection and may be tagged as safety hazards or public nuisances if not adequately maintained. Should such notification occur, the owner has ninety (90) days to rectify or seek extension from the city council. (1989 Code, ch. 3, sec. 9.11)



AGENDA ITEM REPORT

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

Meeting Date: March 25, 2011

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: PW Director

Amount: N/A

| | |
|---|---|
| Attachments: | |
| 1. N/A | |
| Agenda Item / Topic: | |
| ITEM 6. | DISCUSSION – Discuss and review options for maintenance on Cockrell Hill Road. |
| Discussion / Justification: | |
| Public Works Director Brad Piland will address this item. | |
| Recommendation / Staff Comments: | |
| N/A | |
| Sample Motion(s): | |
| <i>Discussion only.</i> | |



Villa City Council

AGENDA ITEM REPORT

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

Meeting Date: March 25, 2011

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Council Request

Amount: N/A

Attachments:

1. N/A

Agenda Item / Topic:

EXECUTIVE SESSION

Closed Meeting called pursuant to Texas Government Code § 551.074 - Personnel Matters.

ITEM 7. DISCUSSION/ACTION – Deliberate the appointment employment, and/or duties of the interim City Administrator and/or permanent City Administrator.

Discussion / Justification:

Recommendation / Staff Comments:

N/A

Sample Motion(s):

Discussion only.