

City of *OVILLA* City Council

Rachel Huber, Place One
Larry Stevenson, Place Two
David Griffin, Place Three, Mayor Pro Tem

Richard Dormier, Mayor

Doug Hunt, Place Four
Dean Oberg, Place Five
Cyndy Powell, City Administrator

105 S. Cockrell Hill Road, Ovilla, TX 75154

Monday, January 12, 2015

6:30 P.M.

Council Chamber Room

AGENDA

NOTICE is hereby given of a Regular Meeting of the City Council of the City of Ovilla, to be held on Monday, January 12, 2015 at 6:30 P.M. in the Ovilla Municipal Building, Council Chamber Room, 105 S. Cockrell Hill Road, Ovilla, Texas, 75154, for the purpose of considering the following items.

I. CALL TO ORDER

- Invocation
- Pledge of Allegiance

II. COMMENTS, PRESENTATIONS & REPORTS

Recognition to Pam Woodall as recipient of the 2014 TMCA Yellow Rose Chapter Clerk of the Year

▪ Citizen Comments

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

▪ Department Activity Reports / Discussion

- | | |
|---|---------------------------------|
| • Police Department | Police Chief M. Moon |
| ○ Monthly Report | |
| • Fire Department | Interim Fire Chief B. Kennedy |
| ○ Monthly Report | |
| • Public Works | Public Works Director B. Piland |
| ○ Monthly Report | |
| • Finance Department | City Accountant L. Harding |
| ○ November 2014 Financial Transactions over \$5,000 | |
| ○ November 2014 Monthly Financials | |
| • Administration | City Administrator C. Powell |
| ○ Activity Report(s) | |
| ○ Monthly Municipal Court Report | City Secretary P. Woodall |
| ○ Monthly Code/Animal Control Reports | Code/AC Officer M. Dooly |

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.

- C1. Minutes of the December 08, 2014 Briefing Session and Regular City Council Meeting
- C2. Quarterly update of Strategic Guide

IV. PUBLIC HEARINGS AND CONSIDERATION

In accordance with the laws of the State of Texas, the City Council of the City of Ovilla conducts public hearings to receive public testimony and comments from all interested persons and parties of the properties described.

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1. Receive presentation and citizen comments on annexation request by Midlothian Independent School District: Proposed annexation proceedings to enlarge and extend the corporate boundary limits of the City. General Description of the Property: Approximately 14 acres, known as the Midlothian School District Tract generally located north of Shiloh Road and west of Bryson Lane in the City of Ovilla Extraterritorial Jurisdiction (ETJ).
 - a. Presentation of Request for Annexation from Midlothian School District Representative.
 - b. PUBLIC HEARING to receive comments from the public regarding the request.
 - c. A second public hearing regarding the proposed annexation will be held on Monday, January 19, 2015, at 6:30 PM, in the Council Chamber of City Hall, located at 105 S. Cockrell Hill Road, Ovilla, Texas.

2. A replat request, filed by Mr. Mohamad Soueid, in the Ovilla Parc Phase 2 Addition, Lot 2R, Block H, Ovilla, TX 75154, proposing to divide one lot being 1.112 acres into two lots: Lot 2R1 and Lot 2R2, Block H, 22,137 sq. ft. and 26,312 sq. ft. respectively. If approved, both lots will meet the R-15 (Residential-15,000 sq. ft. lots) zoned requirements for Ovilla Parc.
 - a. Presentation of Request for Replat from Mr. Soueid.
 - b. PUBLIC HEARING to receive comments from the public regarding the request.
 - c. **DISCUSSION/ACTION – Consideration** of and action on the replat request filed by Mr. Mohamad Soueid to divide Lot 2R, Block H, Ovilla Parc Phase 2 Addition, into two lots: Lot 2R1 and Lot 2R2, Block H, as presented.

3. Receive presentation and citizen comments on Planned Development Application submitted by Clyde Hargrove: Consideration for a Planned Development, *Ovilla Retail Center*, being 129.043 acres, situated in the S. Clark Survey, A-212 & E. W. Blanton Survey, A-51, more commonly known to be a tract of land bordered by Ovilla Road 664, Malloy, Hosford and Westmoreland Roads. Zoning districts defined are: General Commercial-28.49 acres, RE Residential-10.20 acres, R15 Residential-66.74 acres, Senior Community-20.69 acres, Park area-3.87 acres.
 - a. Presentation of Request from the Developer.
 - b. PUBLIC HEARING to receive comments from the public regarding the request.
 - c. **DISCUSSION/ACTION – Receive** recommendation report from the Planning and Zoning Commission for the consideration of and action of a Planned Development *Ovilla Retail Center*, being 129.043 acres, situated in the S. Clark Survey, A-212 & E. W. Blanton Survey, A-51, more commonly known to be a tract of land bordered by Ovilla Road 664, Malloy, Hosford and Westmoreland Roads.

V. REGULAR AGENDA

4. **DISCUSSION/ACTION – Consideration** of and action on Ordinance 2015-001 of the City of Ovilla, Texas, authorizing a general election to be held on May 9, 2015 for the purpose of electing Mayor and two Council Members, (places 2 & 4) for expired terms by the qualified voters of Ovilla; providing for the method of voting; providing for the appointment of the Early Voting Clerk, presiding Election Judge, Early Voting Ballot Board; providing for the lease of election equipment and providing for publication, in accordance with the Texas Election Code {EC §3.004, 3006, 4.001-008, 85.004, 85-.007} and providing an effective date.

DISCUSIÓN/ACCIÓN – Consideración de una acción sobre la Ordenanza 2015-001 de la Ciudad de Ovilla, Texas, que autoriza la realización de elecciones generales para el 9 de mayo de 2015 con el objeto de elegir Alcalde y dos Concejales (plazas 2 y 4), para los períodos concluidos y por parte de los votantes calificados de Ovilla; que estipula el método de votación; que estipula el nombramiento del Secretario Municipal para Voto Por Adelantado, del Juez de Elecciones que preside, de la Junta de Votación para Voto Por Adelantado; que estipula el arriendo de equipo

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para elecciones y establece la publicación, en conformidad con el Código de Elecciones de Texas {EC §3.004, 3006, 4.001-008, 85.004, 85-.007} y establece una fecha efectiva.

5. **DISCUSSION/ACTION** – Consideration of and action on Ordinance 2015-002 of the City of Ovilla, Texas, calling for a Special Election to be held on May 9, 2015 to determine whether the voters desire the continuation to impose a sales and use tax at the rate of one quarter of one percent (1/4%) to provide revenue for the maintenance and repair of existing municipal streets; establishing procedures for the election; providing a severability clause: and providing an effective date.
Discusión/Acción – *Considera* una Ordenanza propuesto para Ordenar 2015-002 que una Elección Especial para la Ciudad de Ovilla para ser aguantada el 9 de mayo de 2015 para el propósito de la *reauthorization del impuesto local de ventas y uso en la ciudad de Ovilla a razon de la cuarta parte de un por ciento, para continuar y proporcionar renta para el mantenimiento y la reparacion de calles municipals.*
6. **DISCUSSION/ACTION** – *Consideration* of and action on Ordinance 2015-003 of the City of Ovilla, Texas, amending Chapter 13, Article 13.04 of the Code of Ordinances of the City of Ovilla, Texas, by updating Land Use Assumptions and Capital Improvement Plans; providing for the assessment and collection of Impact Fees; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.
7. **DISCUSSION/ACTION** – *Consideration* of and action on Ordinance 2015-004 of the City of Ovilla, Texas, amending Appendix A “Fee Schedule,” Section A7.009 “Impact Fees,” of the City of Ovilla Code of Ordinances, providing amended water and wastewater impact fees; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.
8. **DISCUSSION/ACTION** – *Consideration* of and action on Ordinance 2015-005 of the City of Ovilla, Texas, amending Appendix A “Fee Schedule,” Section A4.001 “Building Permit Fees,” of the City of Ovilla Code of Ordinances, providing a Fill-dirt/Grading Permit Fee; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect and providing for publication.
9. **DISCUSSION/ACTION** – *Consideration* of and action for Council appointments to the Municipal Development District.
10. **DISCUSSION/ACTION** – Consideration of and action approving publication of the Request for Proposal for Bank Depository Services and setting a date and time for the City Council Finance Committee to review the qualifying proposals.
11. **DISCUSSION/ACTION** – *Consideration* of and action on revising the Fire Chief position from part-time to a full-time classification and consider whether to post position externally.

EXECUTIVE SESSION

12. **DISCUSSION/ACTION** – The City Council will meet in closed session pursuant to Section 551.074 of the Texas Government Code for consultation and review pertaining to the appointment, employment, evaluation, reassignment or duties of the City Administrator.

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The City Council of the City of Ovilla, Texas, reserves the right to meet in a closed session on any item listed on this Agenda should the need arise, pursuant to authorization by Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), 418.183 (homeland security).

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

VI. REQUESTS FOR FUTURE AGENDA ITEMS AND/OR ANNOUNCEMENTS BY COUNCIL AND STAFF

VII. ADJOURNMENT

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF the January 12, 2015 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 9th day of January 2015 prior to 6:00 p.m., in compliance with Chapter 551, Texas Government Code.





Pamela Woodall, City Secretary

DATE OF POSTING: 1.9.2015 TIME: 10:00 am/pm
DATE TAKEN DOWN: _____ TIME: _____ am/pm

This facility is ADA compliant. If you plan to attend this public meeting and have a disability that requires special arrangements, please call 972-617-7262 at least 48 hours in advance. Reasonable accommodation will be made to assist your needs. PLEASE SILENCE ALL PAGERS, CELL PHONES & OTHER ELECTRONIC EQUIPMENT WHILE THE CITY COUNCIL MEETING IS IN SESSION.

OVILLA POLICE DEPARTMENT
 105 S Cockrell Hill Rd
 Ovilla, TX 75154
 (972) 617-7262

To: Mayor Richard Dormier
 Ovilla City Council
 Cyndy Powell

Subject: Police Department Monthly Activity Report

	December 2014	December 2014 YTD	December 2013	December 2013 YTD
Calls For Service				
Accident	2	32	4	29
Alarms	13	217	15	181
Arrest	2	26	5	40
Assault	0	4	0	4
Assists: Agency/Unit:19 EMS/Fire:5 Motorist:5	29	342	45	315
Building / House Security Check	1591	17533	1190	15076
Burgulary	0	7	1	8
Burgulary of Motor Vehicle	0	1	1	3
Criminal Mischief	0	8	0	10
Disturbance	12	87	3	85
Neighborhood Check	1863	18198	1584	20105
Other Calls for Service	123	1519	134	1403
Suspicious Person	7	86	8	73
Suspicious Vehicle	17	115	7	96
Theft	0	24	1	17
Traffic Assignment	23	140	0	163
TOTAL CALLS FOR SERVICE	3682	38339	2998	37608

Reserve Officer Hours	30.5	658.75	64	756.25
Average Response Time (Minutes)	4.5	4.1366667	5	4.1816667
Traffic Stop (Warnings)	84	583	20	395
Traffic Stop (Citations)	21	426	13	436
Total Citations & Warnings Combined	105	1009	33	831
PERCENT OF STOPS RECEIVING CITATIONS	20.0	42.2	39.4	52.5

OVILLA PD VEHICLE MILEAGE

March-14		April-14		June-14		August-14		October-14		December-14	
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100	82172	82405	233	100	82405	83193	788	100	88308	88577.7	269.7
102	79832	80697	865	102	80697	81761	1064	102	86681	88938	2257
103	89434	91162.8	1728.8	103	91162.8	92802	1639.2	103	98350.9	99666	1315.1
104	52173	53335.8	1162.8	104	53335.8	56126	2790.2	104	63927.7	65359.1	1431.4
105	33654	35239	1585	105	35239	36434	1195	105	47903	50351	2448
May-14				June-14				October-14			
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100	83193	84792	1599	100	84792	85914	1122	100	88308	88577.7	269.7
102	81761	82879	1118	102	82879	83546	667	102	86681	88938	2257
103	92802	94219.5	1417.5	103	94219.5	95219	999.5	103	98350.9	99666	1315.1
104	56126	57757.4	1631.4	104	57757.4	59339.5	1582.1	104	63927.7	65359.1	1431.4
105	36434	39339	2905	105	39339	41691	2352	105	47903	50351	2448
July-14				August-14				October-14			
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100	85914	87395	1481	100	87395	88115	720	100	88308	88577.7	269.7
102	83546	84962	1416	102	84962	85768	806	102	86681	88938	2257
103	95219	96338	1119	103	96338	97183.7	845.7	103	98350.9	99666	1315.1
104	59339.5	60555	1215.5	104	60555	62270.5	1715.5	104	63927.7	65359.1	1431.4
105	41691	43756	2065	105	43756	46079	2323	105	47903	50351	2448
September-14				October-14				December-14			
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100	88115	88308	193	100	88308	88577.7	269.7	100	88308	88577.7	269.7
102	85768	86681	913	102	86681	88938	2257	102	86681	88938	2257
103	97183.7	98350.9	1167.2	103	98350.9	99666	1315.1	103	98350.9	99666	1315.1
104	62270.5	63927.7	1657.2	104	63927.7	65359.1	1431.4	104	63927.7	65359.1	1431.4
105	46079	47903	1824	105	47903	50351	2448	105	47903	50351	2448
November-14				December-14				December-14			
Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued	Unit #	Beginning	Ending	Accrued
100	88577.7	88931	353.3	100	88931	89327	396	100	88931	89327	396
102	88938	90314	1376	102	90314	91093	779	102	90314	91093	779
103	99666	101922	2256	103	101922	104345	2423	103	101922	104345	2423
104	65359.1	65566.5	207.4	104	65566.5	66588.4	1021.9	104	65566.5	66588.4	1021.9
105	50351	52557	2206	105	52557	54522	1965	105	52557	54522	1965

Ovilla City Council Monthly Report for Fire Department - December 2014

City of Ovilla Calls for Service	2013 Totals		2014 Totals
Fire 14		Fire 7	
EMS 17	31	EMS 15	22
ESD #2 Calls for Service			
Fire 5		Fire 3	
EMS 6	11	EMS 12	15
ESD #4 Calls for Service			
Fire 1		Fire 0	
EMS 1	2	EMS 0	0
Mutual Aid Provided			
Fire 6		Fire 10	
EMS 3	9	EMS 6	16
Total Calls For Service / Month	53		53
Total Calls For Service / YTD	609		639

Fire Department News For the Month

1. Chief Phillip Brancato Retirement
2. Captain Brandon Kennedy Interim Fire Chief



Date: January 5th 2015

TO: Honorable Mayor and City Council Members

FROM: Brad Piland Public Works Director

TOPIC: Public Works Monthly Report for December

- Sewer Lift Station Repairs-
 - Pulled pump 1 at Highland Meadows Lift Station
 - Removed pump 1 from Cumberland
 - Removed debris from pump 2 Heritage park

- Read water meters, serviced disconnects and reconnects
- Replaced meters
 - 202 Oakwood, 304 Willow Creek,
- Repaired potholes and shoulder on Shiloh Road and Johnson Ln
- Installed Christmas light
- Repaired and replaced 3 Street signs
- Updated marquee as needed
- Daily water maintenance residual and pressure tests
- Tree and grass maintenance:
 - Heritage Park
 - Silver Spur Park
 - Baseball fields and Cindy Jones Park
 - Trim trees Ashburn Glen Park
- Repaired water leaks
 - 112 Georgetown
 - 128 Suburban
 - 137 Water St
 - 701 Main St
- New service tap at 3320 Ovilla Rd and 208 Split Rock
 - ❖ Jimmy Bryan -
 - Serviced PD Units: 102,104,105
 - Service 2008 Chev public works truck

****Flushed Hydrants**

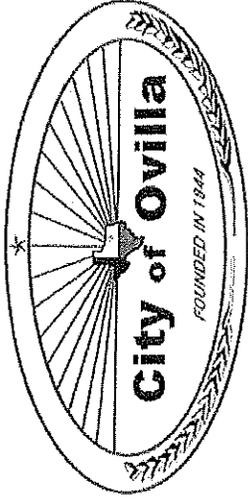
- Collect water samples for TCEQ reporting
- Water Maintenance – routine flushing mains and hydrant
- Meter Box repair and replace lids as needed

****Watered plants at City Hall and park**

City of Ovilla Expenditures Over \$5,000
for the Month of November 2014

General Fund				Amount
Date	Check#	Payee	Description	Amount
11/6/2014	ACH	Quick Books Payroll Service	Payroll	\$38,782.95
11/7/2014	43061	T.M.R.S.	Retirement	\$9,803.93
11/12/2014	43071	US Treasury	Payroll Taxes	\$7,676.66
11/14/2014	43092	Progressive Waste	Garbage	\$16,692.00
11/14/2014	43095	City of Ovilla Employee Benefit Trust	November United Health Care Insurance	\$8,245.38
11/20/2014	ACH	Quick Books Payroll Service	Payroll	\$40,772.33
11/21/2014	43112	US Treasury	Payroll Taxes	\$8,149.36
11/28/2014	43142	City of Midlothian	EMS Emergency Transport Service (\$15,889.75), Fire Dispatch (\$7,307.50), and Police Dispatch (\$6,937.50)	\$30,134.75
11/28/2014	43148	City of Ovilla Employee Benefit Trust	December United Health Care Insurance	\$8,821.12
Total General Fund Transactions \$5,000 and Over				\$169,078.48

Water & Sewer Fund				Amount
Date	Check#	Payee	Description	Amount
11/7/2014	15652	City of Ovilla General Fund	Payroll 11/1/14	\$10,202.11
11/7/2014	15654	City of Ovilla General Fund	Garbage Fee Transfer	\$17,796.11
11/21/2014	15670	City of Dallas	Water Purchase	\$26,891.06
11/21/2014	15672	Trinity River Authority of Texs	Water Treatment November #BH 1021	\$55,999.00
11/21/2014	15679	City of Ovilla General Fund	payroll 11/21/14	\$10,380.60
Total Water & Sewer Fund Transactions \$5,000 and Over				\$121,268.88



DATE: JANUARY 12, 2015

TO: Honorable Mayor and Council Members

FROM:
Linda Harding, Accountant

SUBJECT: Financial Statements Thru November 2014

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current				Year to Date	Budget	\$ Over (Under)	% of Budget
	November 2014		Oct 2014 - Nov 2014					
	November 2014	Oct 2014 - Nov 2014	Nov 2014	Oct 2014 - Nov 2014				
Revenues								
4000100 - Taxes								
4000105 - Ad Valorem, Current	90695	99497	1,309,020	(1,209,523)	8%			
4000110 - Ad Valorem, Delinquent	838	1035	8,000	(6,965)	13%			
4000113 - Interest/Penalties - Prop Tax	232	317	6,800	(6,483)	5%			
4000120 - Sales Tax	16975	27206	198,200	(170,994)	14%			
4000125 - Sales Tax - Street Improvement	4244	6801	49,100	(42,299)	14%			
4000130 - Franchise Tax	223	323	150,000	(149,677)	0%			
Total 4000100 - Taxes	113,206	135,178	1,721,120	(1,585,942)	8%			
4000200 - Licenses and Permits								
4000208 - Building Permits								
4000210 - Residential Building Permits	10699	21369	60,000	(38,631)	36%			
4000213 - Fire Inspection Permits	1350	2100	8,250	(6,150)	25%			
4000214 - Misc Building Permits	1187	3327	11,000	(7,673)	30%			
Total 4000208 - Building Permits	13,236	26,796	79,250	(52,454)	34%			
4000230 - Plan Review Fee	2213	4616	12,000	(7,384)	38%			
4000260 - Alarm Permits	110	180	2,400	(2,220)	8%			
4000270 - Animal Tag Fees	120	180	2,000	(1,820)	9%			
4000272 - Impound Fees	70	140	1,400	(1,260)	10%			
4000290 - Misc Licenses and Permits	15	155	1,000	(845)	16%			
Total 4000200 - Licenses and Permits	15,765	32,067	98,050	(65,983)	33%			
4000400 - Charges for Services								
4000325 - ESD #2	0	0	160,000	(160,000)	0%			
4000330 - ESD #4	0	0	18,745	(18,745)	0%			
4000411 - Copies and Maps	4	7	100	(93)	7%			
4000415 - Police Reports	6	6	150	(144)	4%			
4000420 - Park Lights	0	0	350	(350)	0%			
4000440 - Oak Leaf Animal Control	0	0	800	(800)	0%			

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current		Year to Date		\$ Over (Under) Budget	% of Budget Thru November 16%
	November 2014	Oct 2014 - Nov 2014	Budget	Budget		
4000450 · Subdivision Fees	0	5,825	0	5,825	5,825	100%
4000480 · Solid Waste (Garbage)	17,379	35,175	200,000	(164,825)	(164,825)	18%
4000490 · Misc Charges for Services	2	223	2,500	(2,277)	(2,277)	9%
Total 4000400 · Charges for Services	17,391	41,236	382,645	(341,409)	(341,409)	11%
4000500 · Fines and Forfeitures						
4000535 · Omni Warrant Revenue	78	130	400	(270)	(270)	33%
4000510 · Fines - Police	4012	9432	85,500	(76,068)	(76,068)	11%
4000520 · Fines - Animal Control	0	0	1,000	(1,000)	(1,000)	0%
4000525 · Fines - Code Enforcement	376	572	2,000	(1,428)	(1,428)	29%
4000550 · Municipal Court Technology	72	168	0	168	168	100%
4000551 · Municipal Court Security	54	126	0	126	126	100%
4000590 · Misc Fines and Forfeitures	0	0	400	(400)	(400)	0%
Total 4000500 · Fines and Forfeitures	4,592	10,428	89,300	(78,872)	(78,872)	12%
4000800 · Other Revenue						
4000810 · Heritage Day	0	1085	9,000	(7,915)	(7,915)	12%
4000818 · Lease Proceeds	0	0	1,165	(1,165)	(1,165)	0%
4000820 · Water Tower Lease	6178	9460	92,000	(82,540)	(82,540)	10%
4000840 · Interest Earned	302	642	5,500	(4,858)	(4,858)	12%
4000870 · Insurance Proceeds	0	326	0	326	326	100%
4000885 · Proceeds from Sale of Assets	84630	84630	0	84,630	84,630	100%
4000887 · HOA Revenue	0	249	1,015	(766)	(766)	25%
4000890 · Misc Other Revenue	298	298	4,000	(3,702)	(3,702)	7%
Total 4000800 · Other Revenue	91,409	96,690	112,680	(15,990)	(15,990)	86%
4000900 · Transfers In						
4000925 · Admin.Rev. received from 4B-EDC	0	0	2,500	(2,500)	(2,500)	0%
4000930 · Admin. Rev. Rec. From W&S Fund	0	0	125,361	(125,361)	(125,361)	0%
4000940 · Admin.Rev. Rec. from MDD Fund	0	0	500	(500)	(500)	0%

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current		Year to Date		\$ Over (Under)	% of Budget
	November 2014	October 2014 - November 2014	Budget	Thru November		
4000990 · Reduction in Fund Balance	0	0	163,300	16%	(163,300)	0%
Total Revenues	242,363	315,598	2,695,456		(2,379,858)	12%
Gross Resources	242,363	315,598	2,695,456		(2,379,858)	12%
Expenditures						
10 · Administration						
5101100 · Salaries & Wages						
5101110 · City Administrator	6338	12781	61,800		(49,019)	21%
5101115 · City Secretary	4041	8082	39,397		(31,315)	21%
5101117 · City Accountant	3692	7385	36,000		(28,615)	21%
5101120 · Admin. Support	2288	4472	21,653		(17,181)	21%
5101180 · Merit Raises, Staff	0	0	4,800		(4,800)	0%
Total 5101100 · Salaries & Wages	16,360	32,719	163,650		(130,931)	20%
5101400 · Support Staff						
5101490 · Overtime	0	0	625		(625)	0%
Total 5101400 · Support Staff	0	0	625		(625)	0%
5102100 · Employee Benefits						
5102112 · Affordable Health Care Act Fee	0	0	4,000		(4,000)	0%
5102110 · Group Insurance	2520	5057	20,895		(15,838)	24%
5102135 · TMRS	933	1865	15,000		(13,135)	12%
5102160 · Worker's Compensation	0	176	610		(434)	29%
5102170 · Payroll Taxes	233	466	3,140		(2,674)	15%
5102180 · Unemployment Taxes	0	0	1,000		(1,000)	0%
5102196 · Indiv. Membership Dues	0	175	1,500		(1,325)	12%
Total 5102100 · Employee Benefits	3,686	7,739	46,145		(38,406)	17%
5102200 · Special Services						
5102210 · Tax Assessing & Collecting Fees	0	0	1,570		(1,570)	0%

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Year to Date				\$ Over (Under) Budget	% of Budget Thru November 16%
	Current			Budget		
	November 2014	Oct 2014 - Nov 2014	Budget			
5102220 · Tax Appraisal Fee	185	185	14,000	(13,815)	1%	
5102230 · Legal Fees	900	1125	25,000	(23,875)	5%	
5102240 · Audit	5050	5050	7,605	(2,555)	66%	
5102250 · Accounting	0	271	2,000	(1,729)	14%	
5102260 · Engineering Fees	0	0	1,000	(1,000)	0%	
Total 5102200 · Special Services	6,135	6,631	51,175	(44,544)	13%	
5102300 · Contractual Services						
5102310 · Consultant Fees	857	857	20,000	(19,143)	4%	
Total 5102300 · Contractual Services	857	857	20,000	(19,143)	4%	
5102500 · Operating Services						
5102530 · Custodial Service Contract	265	530	3,600	(3,070)	15%	
Total 5102500 · Operating Services	265	530	3,600	(3,070)	15%	
5102600 · Special Expenses						
5102610 · Election - Payroll	0	0	850	(850)	0%	
5102620 · Election - Supplies	0	0	2,500	(2,500)	0%	
5102630 · Election Meeting Expense	0	0	100	(100)	0%	
5102650 · Codification Book Update	0	0	3,300	(3,300)	0%	
Total 5102600 · Special Expenses	0	0	6,750	(6,750)	0%	
5103100 · General Supplies						
5103110 · Office Supplies	419	616	6,000	(5,384)	10%	
5103140 · Uniforms	0	0	250	(250)	0%	
Total 5103100 · General Supplies	419	616	6,250	(5,634)	10%	
5103400 · Maintenance Supplies / Parts						
5103410 · Supplies - Custodial	0	0	1,200	(1,200)	0%	
5103440 · Maintenance Agreement Expense	0	0	400	(400)	0%	

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current				Year to Date		\$ Over (Under)	% of Budget Thru November
	November 2014		Oct 2014 - Nov 2014		Budget	16%		
5103460 · Miscellaneous	0	0	0	100	(100)	0%		
Total 5103400 · Maintenance Supplies / Parts	0	0	0	1,700	(1,700)	0%		
5104200 · Travel Expenses								
5104210 · Travel - Local	0	0	0	500	(500)	0%		
5104220 · Professional Development	1133	1948	1948	5,000	(3,052)	39%		
5104222 · Professional Develop - Council	0	252	252	1,200	(948)	21%		
5104225 · City Council Meal Expense	0	0	0	1,200	(1,200)	0%		
5104230 · Professional Develop - In-House	0	0	0	200	(200)	0%		
Total 5104200 · Travel Expenses	1,133	2,200	2,200	8,100	(5,900)	27%		
5105200 · Data Processing Expenses								
5105230 · Data Proc-Maintenance & Repair	398	878	878	6,000	(5,122)	15%		
5105240 · Data Processing - Software	1210	2605	2605	10,000	(7,395)	26%		
Total 5105200 · Data Processing Expenses	1,608	3,484	3,484	16,000	(12,516)	22%		
5105300 · Printing Expense								
5105310 · Copier Expense	-48	340	340	3,300	(2,960)	10%		
5105320 · Printing - Newsletters	428	428	428	4,400	(3,973)	10%		
5105330 · Printing - Forms	0	0	0	1,000	(1,000)	0%		
5105350 · Printing - Other	0	0	0	500	(500)	0%		
Total 5105300 · Printing Expense	380	767	767	9,200	(8,433)	8%		
5105400 · Utilities								
5105410 · Telephone	218	218	218	1,400	(1,182)	16%		
5105415 · Cellular Phone	77	225	225	2,680	(2,455)	8%		
5105417 · Internet	134	134	134	840	(706)	16%		
5105420 · Wireless Cards	-26	88	88	1,100	(1,012)	8%		
5105450 · Electricity	297	651	651	4,635	(3,984)	14%		
Total 5105400 · Utilities	700	1,315	1,315	10,655	(9,340)	12%		

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current				Year to Date	Budget	\$ Over (Under)	% of Budget Thru November 16%
	November 2014		Oct 2014 - Nov 2014					
	2014	2014	2014	2014				
5105500 · Repairs & Bldg Improvements								
5105520 · Repairs - Buildings	27		27		3,000	(2,973)	1%	
5105540 · Repairs - Machinery & Equipment	0		0		500	(500)	0%	
5105590 · Repairs - Other	0		0		500	(500)	0%	
Total 5105500 · Repairs & Bldg Improvements	27		27		4,000	(3,973)	1%	
5105600 · Insurance								
5105610 · Insurance - Property	0		274		1,250	(976)	22%	
5105620 · Insurance - Liability	0		267		1,067	(800)	25%	
5105630 · Insurance - Fidelity Bond	0		0		300	(300)	0%	
5105635 · Public Officials Surety Bonds	0		0		900	(900)	0%	
Total 5105600 · Insurance	0		541		3,517	(2,976)	15%	
5105700 · Other Expenses								
5105705 · Postage	725		819		5,000	(4,181)	16%	
5105710 · Cash - Over/Short	0		0		10	(10)	0%	
5105725 · Records Management Expense	0		0		300	(300)	0%	
5105730 · City - Memberships	0		260		2,100	(1,840)	12%	
5105740 · Legal Notices/Advertisement	171		412		4,000	(3,588)	10%	
5105752 · Employment Screening	0		0		400	(400)	0%	
5105760 · Bank Service Charge	10		10		25	(15)	40%	
5105764 · Filing Fees	30		30		500	(470)	6%	
5105765 · Miscellaneous	592		592		2,000	(1,408)	30%	
Total 5105700 · Other Expenses	1,527		2,123		14,335	(12,212)	15%	
5106400 · Minor Capital Outlay								
5106440 · Machinery & Equipment	0		0		2,000	(2,000)	0%	
5106465 · Furniture	0		0		1,000	(1,000)	0%	
Total 5109000 · Reserves	0		0		64,469	(64,469)	0%	

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Year to Date			\$ Over (Under)	% of Budget Thru November
	Current November 2014	Oct 2014 - Nov 2014	Budget		
Total 10 - Administration	33,096	59,549	433,171	(373,622)	14%
20 - Police					
5201100 - Salaries & Wages	5208	10415	66,728	(55,313)	16%
5201120 - Police Chief	4110	8220	51,873	(43,653)	16%
5201143 - Command Staff	185	369	2,400	(2,031)	15%
5201150 - Certification Pay	0	0	3,528	(3,528)	0%
5201180 - Merit Raises - Staff					
Total 5201100 - Salaries & Wages	9,502	19,005	123,529	(104,524)	15%
5201400 - Support Salaries					
5201405 - Support Staff	1842	3683	23,234	(19,551)	16%
5201410 - Patrol	17815	34354	276,800	(242,446)	12%
5201415 - Certification Pay	0	0	5,100	(5,100)	0%
5201480 - Merit Raises	0	0	8,700	(8,700)	0%
5201490 - Overtime	1,595	2,953	7,200	(4,247)	41%
Total 5201400 - Support Salaries	21,251	40,990	321,034	(260,044)	13%
5202100 - Employee Benefits					
5202110 - Group Insurance	5741	10880	69,460	(58,580)	16%
5202135 - TMRS	1773	3440	27,000	(23,560)	13%
5202160 - Worker's Compensation	0	2090	8,650	(6,560)	24%
5202170 - Payroll Taxes	447	872	7,400	(6,528)	12%
5202196 - Membership Dues	0	0	315	(315)	0%
Total 5202100 - Employee Benefits	7,961	17,282	112,825	(95,543)	15%
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	6,938	13,875	(6,938)	50%

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Year to Date				\$ Over (Under) Budget	% of Budget Thru November 16%
	Current					
	November 2014	Oct 2014 - Nov 2014	Budget			
5202385 - Jail Expense	0	0	1,000	(1,000)	0%	
5202390 - Special Response Team	0	0	1,000	(1,000)	0%	
5202395 - Contractual Services Other	0	0	1,000	(1,000)	0%	
Total 5202300 - Contractual Services	0	7,938	18,375	(10,438)	43%	
5202500 - Operating Services						
5202540 - Computer Maintenance	56	56	700	(644)	8%	
5202560 - Internet Subscriptions	0	0	1,350	(1,350)	0%	
Total 5202500 - Operating Services	56	56	2,050	(1,994)	3%	
5202600 - Special Expenses						
5202675 - National Night Out	0	419	500	(81)	84%	
Total 5202600 - Special Expenses	0	419	500	(81)	84%	
5203100 - General Supplies						
5203110 - Office Supplies	264	646	1,500	(854)	43%	
5203140 - Uniforms	400	847	3,500	(2,653)	24%	
5203170 - Evidence Gathering	0	18	700	(683)	3%	
Total 5203100 - General Supplies	664	1,511	5,700	(4,189)	27%	
5203400 - Maintenance Supplies & Parts						
5203410 - Supplies - Custodial	108	204	600	(396)	34%	
Total 5203400 - Maintenance Supplies & Parts	108	204	600	(396)	34%	
5204200 - Travel Expenses						
5204210 - Travel - Local	0	0	300	(300)	0%	
5204220 - Professional Development	295	687	2,000	(1,313)	34%	
5204225 - Professional Dev - LEOSE	0	300	1,165	(865)	26%	
5204270 - Vehicle Expenses	1997	4240	24,000	(19,760)	18%	
Total 5204200 - Travel Expenses	2,292	5,226	27,465	(22,239)	19%	

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Year to Date				Budget	\$ Over (Under) Budget	% of Budget Thru November 16%
	Current	November 2014		October 2014 - Nov 2014			
5205200 · Data Processing Expenses							
5205220 · Data Proc - Equipment Rental	0	0	0	400	(400)	0%	
5205240 · Data Processing - Software	0	16,638	16,638	17,500	(862)	95%	
Total 5205200 · Data Processing Expenses	0	16,638	16,638	17,900	(1,262)	93%	
5205300 · Printing Expenses							
5205310 · Copier Expense	82	164	164	1,500	(1,336)	11%	
5205330 · Printing - Forms	0	0	0	300	(300)	0%	
5205350 · Printing - Other	45	45	45	400	(355)	11%	
Total 5205300 · Printing Expenses	127	209	209	2,200	(1,991)	9%	
5205400 · Utilities							
5205410 · Telephone	235	235	235	1,600	(1,365)	15%	
5205415 · Cellular Phone	116	232	232	1,350	(1,118)	17%	
5205417 · Internet - PD	168	168	168	1,475	(1,307)	11%	
5205420 · Wireless Cards	228	456	456	2,350	(1,894)	19%	
5205450 · Electricity	360	643	643	4,120	(3,477)	16%	
Total 5205400 · Utilities	1,106	1,733	1,733	10,895	(9,162)	16%	
5205500 · Repairs & Building Improvements							
5205520 · Repairs - Building	300	300	300	1,517	(1,217)	20%	
5205540 · Repairs- Machinery & Equipment	0	0	0	1,200	(1,200)	0%	
5205550 · Repairs - Vehicles	33	724	724	7,500	(6,776)	10%	
Total 5205500 · Repairs & Building Improvements	333	1,024	1,024	10,217	(9,193)	10%	
5205600 · Insurance							
5205610 · Insurance - Property	0	408	408	1,641	(1,233)	25%	
5205620 · Insurance - Liability	0	1284	1284	5,140	(3,857)	25%	
5205640 · Insurance - Vehicle	0	591	591	2,400	(1,809)	25%	

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current			Year to Date		\$ Over (Under) Budget	% of Budget Thru November 16%
	November 2014	Oct 2014 - Nov 2014	Budget	2,282	9,181		
Total 5205600 · Insurance	0	2,282	9,181		(6,899)	25%	
5205700 · Other Expenses	0	0	200		(200)	0%	
5205742 · Public Relations	95	195	1,000		(805)	20%	
5205752 · Employment Screening	4	4	1,619		(1,615)	0%	
5205765 · Miscellaneous	99	199	2,819		(2,620)	7%	
Total 5205700 · Other Expenses	1064	1064	1,150		(66)	93%	
5206400 · Minor Capital Outlay	0	0	2,000		(2,000)	0%	
5206440 · Machinery & Equipment	1,064	1,064	3,150		(2,086)	34%	
5206445 · Personal Protective Equipment							
Total 5206400 · Minor Capital Outlay	44,563	115,779	668,440		(552,661)	17%	
Total 20 · Police							
25 · Municipal Court							
5251100 · Salaries & Wages	440	880	6,000		(5,120)	15%	
5251140 · Municipal Judge	440	880	6,000		(5,120)	15%	
Total 5251100 · Salaries & Wages	2515	5030	31,740		(26,710)	16%	
5251400 · Support Staff	0	0	200		(200)	0%	
5251405 · Support Staff	451	1046	8,500		(7,454)	12%	
5251420 · Jury Fees	0	0	952		(952)	0%	
5251425 · City Prosecutor	0	0	1,400		(1,400)	0%	
5251480 · Merit Raises	0	0	42,792		(36,715)	14%	
5251490 · Overtime	2,966	6,077	42,792		(36,715)	14%	
Total 5251400 · Support Staff	630	1264	6,950		(5,686)	18%	
5252100 · Employee Benefits	143	287	2,200		(1,913)	13%	
5252110 · Group Insurance							
5252135 · TMRS							

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current				Year to Date	Budget	\$ Over (Under)	% of Budget Thru November
	November 2014		October 2014 - Nov 2014					
	November 2014	October 2014	November 2014	October 2014				
5252160 · Worker's Compensation	0	0	120	(120)	0%			
5252170 · Payroll Taxes	36	73	475	(402)	15%			
5252196 - Membership Dues	0	0	25	(25)	0%			
Total 5252100 · Employee Benefits	810	1,624	9,770	(8,146)	17%			
5252300 · Contractual Services	66	66	32,000	(31,934)	0%			
5252375 · Traffic Fines	66	66	32,000	(31,934)	0%			
Total 5252300 · Contractual Services								
5252500 · Operating Services	0	0	75	(75)	0%			
5252540 · Computer Maintenance	0	0	75	(75)	0%			
Total 5252500 · Operating Services								
5253100 · General Supplies	0	0	150	(150)	0%			
5253110 · Office Supplies	0	0	50	(50)	0%			
5253140 · Uniforms	0	0	200	(200)	0%			
Total 5253100 · General Supplies								
5254200 · Travel Expenses	0	0	25	(25)	0%			
5254210 · Travel - Local	0	0	25	(25)	0%			
Total 5254200 · Travel Expenses								
5255200 · Data Processing Expenses	0	1,860	1,860	(0)	100%			
5255240 · Data Processing - SW Maint.	0	1,860	1,860	(0)	100%			
Total 5255200 · Data Processing Expenses								
5255300 · Printing Expense	0	0	800	(800)	0%			
5255350 · Printing - Other	0	0	800	(800)	0%			
Total 5255300 · Printing Expense								

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current			Year to Date		\$ Over (Under)	% of Budget Thru November
	November 2014	Oct 2014 - Nov 2014	Budget	November 2014	Budget		
5255600 · Insurance	0	79	315	(236)	25%		
5255620 · Insurance - Liability	0	79	315	(236)	25%		
Total 5255600 · Insurance							
5255700 · Other Expenses	0	0	100	(100)	0%		
5255765 · Miscellaneous	243	243	1,400	(1,157)	17%		
5255768 · Collection Agency Fees	0	0	900	(900)	0%		
5255770 · Warrant Fee State Comptroller	0	0	400	(400)	0%		
5255772 · Warrant Fee - Omni	243	243	2,800	(2,557)	9%		
Total 5255700 · Other Expenses							
Total 25 · Municipal Court	4,525	10,828	96,637	(85,809)	11%		
30 · Fire							
5301100 · Salaries & Wages	3278	6557	41,375	(34,818)	16%		
5301125 · Fire Chief	4489	9560	100,723	(91,163)	9%		
5301140 · Fire Captains	0	0	4,263	(4,263)	0%		
5301180 · Merit Raises - Staff	7,768	16,117	146,361	(130,244)	11%		
Total 5301100 · Salaries & Wages							
5301400 · Support Salaries	19733	38355	223,060	(184,705)	17%		
5301440 · Firefighters	0	0	6,692	(6,692)	0%		
5301480 · Merit Raises	0	1845	15,600	(13,755)	12%		
5301485 · Volunteer Incentive Program	19,733	40,200	245,352	(205,152)	16%		
Total 5301400 · Support Salaries							
5302100 · Employee Benefits	187	374	2,000	(1,626)	19%		
5302135 · TMRS	108	108	500	(392)	22%		
5302137 · Volunteer Retirement	0	2034	8,350	(6,316)	24%		
5302160 · Worker's Compensation							

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current				Year to Date	Budget	\$ Over (Under)	% of Budget Thru November
	November 2014		Oct 2014 - Nov 2014					
	1900	0	3759	0				
5302170 · Payroll Taxes	1900	0	3759	0	27,000	(23,241)	14%	
5302196 · Membership Dues	0	0	0	0	1,900	(1,900)	0%	
Total 5302100 · Employee Benefits	2,195	0	6,275	0	39,750	(33,475)	16%	
5302300 · Contractual Services	13	0	13	13	1,500	(1,487)	1%	
5302310 · Consultant Fees	13	0	13	13	1,500	(1,487)	1%	
5302380 · Dispatch	0	0	7,308	7,308	14,615	(7,308)	50%	
5302385 · Emergency Transport Service	0	0	15,890	15,890	66,257	(50,367)	24%	
Total 5302300 · Contractual Services	13	0	23,210	23,210	82,372	(59,162)	28%	
5302500 · Operating Services	400	38	400	400	11,705	(11,305)	3%	
5302510 · Maintenance Agreements	400	38	400	400	11,705	(11,305)	3%	
5302540 · Computer Maintenance	38	0	38	38	1,500	(1,463)	3%	
5302570 · Warning System Maintenance	0	0	0	0	780	(780)	0%	
5302580 · Generator Maintenance	0	0	780	780	2,120	(1,340)	37%	
Total 5302500 · Operating Services	438	38	1,218	1,218	16,105	(14,888)	8%	
5302600 · Special Expenses	253	253	253	253	253	(0)	100%	
5302675 · National Night Out	253	253	253	253	253	(0)	100%	
Total 5302600 · Special Expenses	253	253	253	253	253	(0)	100%	
5303100 · General Supplies	50	331	264	1156	1,600	(1,336)	16%	
5303110 · Office Supplies	50	331	264	1156	1,600	(1,336)	16%	
5303140 · Uniforms	331	0	1156	1156	5,000	(3,844)	23%	
5303160 · Medical Supplies	178	0	553	553	5,000	(4,447)	11%	
5303165 · Medical Support	56	0	56	56	500	(444)	11%	
5303170 · Evidence Gathering	0	0	0	0	50	(50)	0%	
5303175 · Education Aids	0	0	0	0	50	(50)	0%	
Total 5303100 · General Supplies	615	331	2,029	2,029	12,200	(10,171)	17%	

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current				Year to Date		% of Budget Thru November
	November 2014		Oct 2014 - Nov 2014		Budget	Budget	
5303400 · Maintenance Supplies & Parts							
5303410 · Supplies - Custodial	97	97	2,200	(2,103)			4%
5303420 · Building Alarm Maintenance	0	0	420	(420)			0%
Total 5303400 · Maintenance Supplies & Parts	97	97	2,620	(2,523)			4%
5304200 · Travel Expenses							
5304220 · Professional Development	0	261	1,300	(1,039)			20%
5304270 · Vehicle Expenses	802	4,766	10,000	(5,234)			48%
Total 5304200 · Travel Expenses	802	5,027	11,300	(6,273)			44%
5305200 · Data Processing Expenses							
5305230 · Data Proc-Maintenance & Repair	38	38	1,000	(963)			4%
5305240 · Data Processing - Software	0	0	2,850	(2,850)			0%
Total 5305200 · Data Processing Expenses	38	38	3,850	(3,813)			1%
5305300 · Printing Expense							
5305310 · Copier Expense	0	231	3,100	(2,869)			7%
5305330 · Printing - Forms	0	0	100	(100)			0%
Total 5305300 · Printing Expense	0	231	3,200	(2,969)			7%
5305400 · Utilities							
5305410 · Telephone	372	476	2,350	(1,874)			20%
5305415 · Cellular Phone	0	0	525	(525)			0%
5305417 · Internet - Fire Dept.	568	834	3,600	(2,766)			23%
5305430 · Natural Gas	61	114	2,400	(2,286)			5%
5305450 · Electricity	389	851	5,562	(4,711)			15%
Total 5305400 · Utilities	1,389	2,274	14,437	(12,163)			16%
5305500 · Repairs & Bldg Improvements							
5305520 · Repairs - Building	737	1104	2,800	(1,696)			39%
5305540 · Repairs - Machinery & Equipment	3748	3748	19,000	(15,253)			20%

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current			Year to Date		\$ Over (Under)	% of Budget Thru November
	November 2014	Oct 2014 - Nov 2014	Budget	November	Budget		
						16%	
5305545 · Repairs - Apparatus	0	0	12,000	(12,000)		0%	
5305550 · Repairs - Vehicles	212	254	3,500	(3,246)		7%	
Total 5305500 · Repairs & Bldg Improvements	4,696	5,105	37,300	(32,195)		14%	
5305600 · Insurance							
5305620 · Insurance - Liability	0	357	6,500	(6,144)		5%	
5305640 · Insurance - Vehicle	0	2,535	10,200	(7,665)		25%	
Total 5305600 · Insurance	0	2,891	16,700	(13,809)		17%	
5305700 · Other Expenses							
5305705 · Postage	0	0	50	(50)		0%	
5305752 · Employment Screening	0	16	165	(149)		10%	
5305765 · Flags & Miscellaneous	63	63	100	(37)		63%	
Total 5305700 · Other Expenses	63	79	315	(236)		25%	
5306400 · Minor Capital Outlay							
5306440 · Machinery & Equipment	60	1,325	10,300	(8,975)		13%	
5306445 · Personal Protective Equipment	0	0	20,247	(20,247)		0%	
Total 5306400 · Minor Capital Outlay	60	1,325	30,547	(29,222)		4%	
Total 30 · Fire	38,158	106,368	662,662	(556,294)		16%	
40 · Community Services							
5401100 · Salaries & Wages							
5401135 · ACO/Code Enforcement Officer	3170	6379	40,000	(33,621)		16%	
5401180 · Merit Raises - Staff	0	0	1,200	(1,200)		0%	
5401190 · Overtime	297	565	2,850	(2,285)		20%	
Total 5401100 · Salaries & Wages	3,467	6,944	44,050	(37,107)		16%	
5402100 · Employee Benefits							
5402110 · Group Insurance	350	700	6,960	(6,260)		10%	
5402135 · TMRS	200	401	2,800	(2,399)		14%	

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current				Year to Date		\$ Over (Under)	% of Budget Thru November
	November 2014		Oct 2014 - Nov 2014		Budget	Budget		
								16%
5402160 · Worker's Compensation	0	59	245	(187)		24%		
5402170 · Payroll Taxes	56	112	600	(488)		19%		
5402190 · License	0	150	625	(475)		24%		
Total 5402100 · Employee Benefits	606	1,422	11,230	(9,808)		13%		
5402300 · Contractual Services								
5402315 · Contract Building Inspections	4,456	13,318	46,800	(33,482)		28%		
5402370 · Impound Fees	0	100	1,400	(1,300)		7%		
Total 5402300 · Contractual Services	4,456	13,418	48,200	(34,782)		28%		
5402600 · Special Expenses								
5402680 · Environmental Testing	0	0	2,300	(2,300)		0%		
5402685 · Clean up Day	0	0	100	(100)		0%		
Total 5402600 · Special Expenses	0	0	2,400	(2,400)		0%		
5403100 · General Supplies								
5403110 · Office Supplies	0	0	50	(50)		0%		
5403120 · Animal Care	0	0	150	(150)		0%		
5403122 · Pet Supplies	143	143	500	(357)		29%		
5403140 · Uniforms	0	145	350	(205)		41%		
Total 5403100 · General Supplies	143	287	1,050	(763)		27%		
5403400 · Maintenance Supplies & Parts								
5403460 · Miscellaneous	84	94	100	(6)		94%		
Total 5403400 · Maintenance Supplies & Parts	84	94	100	(6)		94%		
5404200 · Travel Expenses								
5404210 · Travel - Local	0	0	25	(25)		0%		
5404220 · Professional Development	0	0	200	(200)		0%		
5404270 · Vehicle Expenses	134	249	2,200	(1,951)		11%		
Total 5404200 · Travel Expenses	134	249	2,425	(2,176)		10%		

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current			Year to Date		\$ Over (Under) Budget	% of Budget Thru November 16%
	November 2014	Oct 2014 - Nov 2014	Budget	November 2014	% of Budget		
5405200 · Data Processing Expenses							
5405230 · Data Proc-Maintenance & Repairs	0	0	1,080	(1,080)	0%		
Total 5405200 · Data Processing Expenses	0	0	1,080	(1,080)	0%		
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	79	159	550	(391)	29%		
Total 5405400 · Utilities	79	159	550	(391)	29%		
5405600 · Insurance							
5405610 · Insurance - Property	0	2	8	(6)	25%		
5405620 · Insurance - Liability	0	53	215	(162)	25%		
5405640 · Insurance - Vehicle	0	66	300	(234)	22%		
Total 5405600 · Insurance	0	121	523	(402)	23%		
5405700 · Other Expenses							
5405765 · Miscellaneous	0	0	100	(100)	0%		
Total 5405700 · Other Expenses	0	0	100	(100)	0%		
5406400 · Minor Capital Outlay							
5406440 · Machinery & Equipment	0	43	2,700	(2,657)	2%		
Total 5406400 · Minor Capital Outlay	0	43	2,700	(2,657)	2%		
Total 40 · Community Services	8,968	22,737	114,558	(91,821)	20%		
45 · Solid Waste							
5455400 · Utilities							
5455465 · Solidwaste Pickup (Garbage)	0	16,692	204,661	(187,969)	8%		

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current	Year to Date		\$ Over (Under)	% of Budget Thru November
		November 2014	Oct 2014 - Nov 2014		
Total 5455400 · Utilities	0	16,692	204,661	(187,969)	8%
Total 45 · Solid Waste	0	16,692	204,661	(187,969)	8%
50 · Streets					
5501400 · Support Staff					
5501415 · Maintenance Crew	1906	3711	24,044	(20,333)	15%
5501480 · Merit Raises	0	0	721	(721)	0%
5501490 · Overtime	36	375	1,575	(1,200)	24%
5501500 · Streets - On Call	0	50	700	(650)	7%
Total 5501400 · Support Staff	1,941	4,136	27,040	(22,904)	15%
5502100 · Employee Benefits					
5502110 · Group Insurance	630	1264	6,960	(5,696)	18%
5502135 · TMRS	111	241	1,700	(1,459)	14%
5502160 · Worker's Compensation	0	324	1,340	(1,016)	24%
5502170 · Payroll Taxes	27	60	360	(300)	17%
5502190 · License	0	0	122	(122)	0%
Total 5502100 · Employee Benefits	768	1,890	10,482	(8,592)	18%
5502200 · Special Services					
5502280 · NCTCOG- SWMP Fees	200	1,456	6,400	(4,944)	23%
Total 5502200 · Special Services	200	1,456	6,400	(4,944)	23%
5502600 · Special Expenses					
5502620 · Emergency Clean Up	0	0	2,250	(2,250)	0%
Total 5502600 · Special Expenses	0	0	2,250	(2,250)	0%
5503100 · General Supplies					
5503110 · Office Supplies	0	0	100	(100)	0%

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current		Year to Date		\$ Over (Under) Budget	% of Budget Thru November 16%
	November 2014	2014	Oct 2014 - Nov 2014	Budget		
	213	425	425	600		
5503140 · Uniforms				500	(75)	85%
Total 5503100 · General Supplies	213	425	425	600	(175)	71%
5503400 · Maintenance Supplies & Parts						
5503405 · Drainage Maintenance	0	0	0	500	(500)	0%
5503420 · Supplies - Street Signs	0	260	260	2,000	(1,740)	13%
5503460 · Miscellaneous	0	0	0	300	(300)	0%
Total 5503400 · Maintenance Supplies & Parts	0	260	260	2,800	(2,540)	9%
5504200 · Travel Expenses						
5504220 · Professional Development	0	0	0	500	(500)	0%
5504270 · Vehicle Expenses	147	449	449	6,500	(6,051)	7%
Total 5504200 · Travel Expenses	147	449	449	7,000	(6,551)	6%
5505300 · Printing Expense						
5505350 · Printing - Other	311	311	311	350	(39)	89%
Total 5505300 · Printing Expense	311	311	311	350	(39)	89%
5505400 · Utilities						
5505450 · Electricity	3852	7580	7580	45,000	(37,420)	17%
Total 5505400 · Utilities	3,852	7,580	7,580	45,000	(37,420)	17%
5505500 · Repairs & Bldg Improvements						
5405520 · Repairs - Building	0	0	0	500	(500)	0%
5505540 · Repairs - Machinery & Equipment	0	38	38	3,500	(3,462)	1%
5505550 · Repairs - Vehicles	0	0	0	2,400	(2,400)	0%
5505560 · Repairs - Street Maint. & Repairs	1067	1517	1517	50,000	(48,483)	3%
5505565 · Repairs - Infrastructure Drainage	0	0	0	3,000	(3,000)	0%
5505590 · Repairs - Other	0	0	0	1,500	(1,500)	0%
Total 5505500 · Repairs & Bldg Improvements	1,067	1,554	1,554	60,900	(59,346)	3%

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current		Year to Date		\$ Over (Under)	% of Budget Thru November
	November 2014	Oct 2014 - Nov 2014	Budget	Budget		
5505600 · Insurance						
5505620 · Insurance - Liability	0	285	1,140	(856)		25%
5505640 · Insurance - Vehicle	138	1,002	3,460	(2,458)		29%
Total 5505600 · Insurance	138	1,287	4,600	(3,313)		28%
5505700 · Other Expenses						
5505752 · Employment Screening	0	5	150	(145)		3%
Total 5505700 · Other Expenses	0	5	150	(145)		3%
5506400 · Minor Capital Outlay						
5506440 · Machinery & Equipment	0	0	3,000	(3,000)		0%
5506445 · Personal Protective Equipment	0	0	300	(300)		0%
5506490 · Other	0	0	850	(850)		0%
Total 5506400 · Minor Capital Outlay	0	0	4,150	(4,150)		0%
5507400 · Capitalized Assets						
5507440 · Machinery & Equipment	0	0	7,000	(7,000)		0%
5507460 · Infrastructure	0	7,500	313,200	(305,700)		2%
Total 5507400 · Capitalized Assets	0	7,500	320,200	(312,700)		2%
Total 50 · Streets	8,636	26,852	491,922	(465,070)		5%
60 · Parks						
5602400 · Rentals						
5602490 · Rental - Other	210	419	2,900	(2,481)		14%
Total 5602400 · Rentals	210	419	2,900	(2,481)		14%
5602600 · Special Expenses						
5602680 · Heritage Day	470	470	8,000	(7,530)		6%

City of Ovilla General Fund
Profit & Loss Budget Performance
 October 2014 through November 2014

	Current		Year to Date		\$ Over (Under)	% of Budget
	November 2014	October 2014 - Nov 2014	October 2014 - Nov 2014	Budget		
Total 5602600 · Special Expenses	470	470	8,000	(7,530)		6%
5603400 · Maintenance Supplies & Parts						
5603460 · Miscellaneous	0	0	300	(300)		0%
Total 5603400 · Maintenance Supplies & Parts	0	0	300	(300)		0%
5605400 · Utilities						
5605450 · Electricity	681	1,335	8,300	(6,965)		16%
Total 5605400 · Utilities	681	1,335	8,300	(6,965)		16%
5605500 · Repairs & Bldg Improvements						
5605520 · Repairs - Building	0	0	250	(250)		0%
5605530 · REPAIRS-IMP OTHER THAN BLDGS	0	0	1,000	(1,000)		0%
Total 5605500 · Repairs & Bldg Improvements	0	0	1,250	(1,250)		0%
5605600 · Insurance						
5605610 · Insurance - Property	0	28	115	(87)		25%
5605620 · Insurance - Liability	0	120	500	(380)		24%
5605640 · Insurance - Vehicle	0	55	240	(185)		23%
Total 5605600 · Insurance	0	204	855	(651)		24%
5605700 · Other Expenses						
5605765 · Miscellaneous	0	0	300	(300)		0%
Total 5605700 · Other Expenses	0	0	300	(300)		0%
5606400 · Minor Capital Outlay						
5606410 · Land Improvements	0	0	500	(500)		0%
5606440 · Machinery & Equipment	0	0	500	(500)		0%
Total 5606400 · Minor Capital Outlay	0	0	1,000	(1,000)		0%
5607400 · Capitalized Assets						

**City of Ovilla General Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current	Year to Date		Budget	\$ Over (Under)	% of Budget Thru November
		October 2014	Nov 2014			
5607440 · Machinery & Equipment	51	90	500	(410)		18%
Total 5607400 · Capitalized Assets	51	90	500	(410)		18%
Total 60 · Parks	1,411	2,518	23,405	(20,887)		11%
Total Expenditures	139,357	361,323	2,695,456	(2,334,133)		13%
Net Change in Fund Balance	103,005	(45,725)	0	(45,725)		100%

Ovilla W&S Utility Fund
Profit & Loss Budget Performance
October 2014 through November 2014

	Year to Date			Budget	\$ Over (Under)	% of Budget Thru November
	Current	Oct 2014 - Nov 2014	Budget			
Resources						
4000400 · Charges for Services						
4000460 · Water Sales	90,908	200,768	930,000	(729,232)	22%	
4000461 · Sewer Service	33,674	67,741	391,569	(323,828)	17%	
4000465 · Water & Sewer Penalties	1,257	3,799	18,000	(14,201)	21%	
4000471 · Reconnect Fees	290	935	5,000	(4,065)	19%	
4000472 · Meters	575	575	1,000	(425)	58%	
4000473 · Connect Fees	150	450	2,000	(1,550)	23%	
4000478 · Infrastructure Improvement Fee	4,562	9,201	60,000	(50,799)	0	
4000480-Solid Waste Fees (Garbage)	0	0	0	0	0%	
Total 4000400 · Charges for Services	131,416	283,469	1,407,569	(1,124,100)	20%	
4000800 · Other Revenue						
4000880 · Capital Rec Fee	8,750	15,000	37,500	(22,500)	40%	
4000840 · Interest Earned	254	513	2,600	(2,087)	20%	
4000890 · Misc Other Revenue	1,500	1,500	1,000	500	150%	
Total 4000800 · Other Revenue	10,504	17,013	41,100	(24,087)	41%	
Total Resources	141,920	300,482	1,448,669	(1,148,187)	21%	
Expense						
70 · Administration						
5701100 · Salaries & Wages						
5701110 · City Administrator	0	0	20,600	(20,600)	0%	
5701115 · City Secretary	0	0	13,133	(13,133)	0%	
5701117 · Finance Accountant	0	0	12,000	(12,000)	0%	
5701120 · Part Time Admin. Support	0	0	7,218	(7,218)	0%	
5701130 · Public Works Director	4,030	8,060	50,862	(42,802)	16%	
5701180 · Merit Raises, Staff	0	0	3,200	(3,200)	0%	
Total 5701100 · Salaries & Wages	4,030	8,060	107,013	(98,953)	8%	

Ovilla W&S Utility Fund
Profit & Loss Budget Performance
 October 2014 through November 2014

	Current	Year to Date		\$ Over (Under)	% of Budget
		Oct 2014 - Nov 2014	Budget		
	41,944			Budget	16%
5702100 · Employee Benefits					
5702110 · Group Insurance	630	1,264	6,960	(5,696)	18%
5702135 · TMRS	232	465	3,400	(2,935)	14%
5702170 · Payroll Taxes	58	117	780	(663)	15%
Total 5702100 · Employee Benefits	921	1,846	11,140	(9,294)	17%
5702200 · Special Services					
5702230 · Legal Fees	0	0	1,000	(1,000)	0%
5702240 · Audit	5,050	5,050	5,780	(730)	87%
5702250 · Accounting	107	107	1,000	(893)	11%
Total 5702200 · Special Services	5,157	5,157	7,780	(2,623)	66%
5702300 · Contractual Services /Personnel					
5702310 · Consultant Fees	0	0	2,000	(2,000)	0%
Total 5702300 · Contractual Services /Personnel	0	0	2,000	(2,000)	0%
5703100 · General Supplies					
5703110 · Office Supplies	97	152	700	(548)	22%
Total 5703100 · General Supplies	97	152	700	(548)	22%
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%
5704220 · Professional Development	0	0	750	(750)	0%
Total 5704200 · Travel Expenses	0	0	950	(950)	0%

Ovilla W&S Utility Fund
Profit & Loss Budget Performance
 October 2014 through November 2014

	Current	Year to Date		Budget	\$ Over (Under)	% of Budget Thru November
		Oct 2014 - Nov 2014	Budget			
5705200 · Data Processing Expenses						
5705240 · Data Processing - Software		0	0	400	(400)	0%
Total 5705200 · Data Processing Expenses	41,944	0	0	400	(400)	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	218	218	218	1,350	(1,132)	16%
5705415 · Cellular Phone	74	149	149	450	(301)	33%
5705417 · Internet	134	134	134	825	(691)	16%
Total 5705400 · Utilities	426	501	501	2,625	(2,124)	19%
5705700 · Other Expenses						
5705705 · Postage	500	926	926	6,600	(5,674)	14%
5705740 · Advertising	0	0	0	300	(300)	0%
5705760 · Bank Service Charge	(145)	(135)	(135)	200	(335)	(67%)
5705765 · Miscellaneous	0	0	0	100	(100)	0%
5705775 · Credit Card Transaction Fee	540	975	975	3,000	(2,025)	32%
Total 5705700 · Other Expenses	895	1,767	1,767	10,200	(8,434)	17%
5706400 · Minor Capital Outlay						
5706440 · Machinery & Equipment	0	0	0	500	(500)	0%
Total 5706400 · Minor Capital Outlay	0	0	0	500	(500)	0%
5709000 · Reserve						
5708215 · Admin. Exp. to General Fund	0	0	0	125,361	(125,361)	0%
5709002 · Capital Improv. Water Reserve	0	0	0	40,500	(40,500)	0%

Ovilla W&S Utility Fund
Profit & Loss Budget Performance
October 2014 through November 2014

	Current	Year to Date		Budget	\$ Over (Under)	% of Budget Thru November
		Oct 2014 - Nov 2014	Budget			
5709003 · Capital Improv. Sewer Reserve	0	0	23,400	(23,400)	0%	
5709010 · Administrative Reserves	0	0	5,700	(5,700)	0%	
Total 5709000 · Reserve	0	0	194,961	(194,961)	0%	
Total 70 · Administration	11,526	17,482	338,719	(321,237)	5%	
75 · Water						
5751100 · Salaries & Wages	3,154	6,308	42,000	(35,692)	15%	
5751133 · Superintendent	0	0	1,260	(1,260)	0%	
5751180 · Merit Raises - Staff	0	0	0	0	0%	
Total 5751100 · Salaries & Wages	3,154	6,308	43,260	(36,952)	15%	
5751400 · Support Salaries	2,758	6,245	29,702	(23,457)	21%	
5751405 · Support Staff	2,758	5,485	51,350	(45,865)	11%	
5751415 · Maintenance Crew	0	0	3,000	(3,000)	0%	
5751430 · Seasonal Crew	69	138	1,200	(1,062)	12%	
5751450 · Certification Pay	0	0	2,432	(2,432)	0%	
5751480 · Merit Raises	103	206	4,000	(3,794)	5%	
5751490 · Overtime	0	0	1,000	(1,000)	0%	
5751500 · Water - On Call	0	0	0	0	0%	
Total 5751400 · Support Salaries	5,687	12,075	92,684	(80,609)	13%	
5752100 · Employee Benefits	1,960	3,229	26,010	(22,781)	12%	
5752110 · Group Insurance	501	1,003	9,800	(8,797)	10%	
5752135 · TMRS	0	625	3,150	(2,525)	20%	
5752160 · Worker's Compensation	136	272	2,260	(1,988)	12%	
5752170 · Payroll Taxes	0	0	222	(222)	0%	
5752190 · Licenses	0	0	0	0	0%	
Total 5752100 · Employee Benefits	2,598	5,128	41,442	(36,314)	12%	
5752300 · Contractual Services/Personnel						

Ovilla W&S Utility Fund
Profit & Loss Budget Performance
 October 2014 through November 2014

	Year to Date			Budget	\$ Over (Under) Budget	% of Budget Thru November
	Current	Oct 2014 - Nov 2014	Budget			
	41,944					16%
5752350 · Contract Labor - Company	1,128	1,128	1,500	(372)		75%
5752380 · Dispatch	0	4,505	10,270	(5,765)		44%
Total 5752300 · Contractual Services/Personnel	1,128	5,633	11,770	(6,137)		48%
5752400 · Rentals	0	0	500	(500)		0%
5752420 · Rental - Machinery & Equipment	0	0	500	(500)		0%
Total 5752400 · Rentals	0	0	500	(500)		0%
5752500 · Operating Services	195	457	4,000	(3,543)		11%
5752580 · Water Testing	2,614	2,614	3,000	(386)		87%
5752590 · TCEQ Fees	2,810	3,071	7,000	(3,929)		44%
Total 5752500 · Operating Services	689	1,398	1,500	(102)		93%
5753100 · General Supplies	689	1,398	1,500	(102)		93%
5753140 · Uniforms	689	1,398	1,500	(102)		93%
Total 5753100 · General Supplies	0	11	300	(289)		4%
5753400 · Maintenance Supplies & Parts	0	11	300	(289)		4%
5753460 · Miscellaneous	0	11	300	(289)		4%
Total 5753400 · Maintenance Supplies & Parts	240	240	750	(510)		32%
5754200 · Travel Expenses	1,193	2,190	9,000	(6,810)		24%
5754220 · Professional Development	1,433	2,430	9,750	(7,320)		25%
5754270 · Vehicle Expenses	1,433	2,430	9,750	(7,320)		25%
Total 5754200 · Travel Expenses	0	0	1,300	(1,300)		0%
5755200 · Data Processing Expenses	3,434	3,434	4,200	(766)		82%
5755230 · Data Proc-Maintenance & Repairs	3,434	3,434	5,500	(2,066)		62%
5755240 · Data Processing - Software	3,434	3,434	5,500	(2,066)		62%
Total 5755200 · Data Processing Expenses	3,434	3,434	5,500	(2,066)		62%

Ovilla W&S Utility Fund
Profit & Loss Budget Performance
October 2014 through November 2014

	Current	Year to Date		Budget	\$ Over (Under)	% of Budget Thru November
		Oct 2014 - Nov 2014	Budget			
5755300 · Printing Expenses						
5755310 · Copier Expense	0	0	2,700	(2,700)	0%	
5755350 · Printing - Other	767	767	1,500	(733)	51%	
Total 5755300 · Printing Expenses	767	767	4,200	(3,433)	18%	
5755400 · Utilities						
5755415 · Cellular Phone	107	213	1,500	(1,287)	14%	
5755450 · Electricity	1,980	3,997	22,660	(18,663)	18%	
5755460 · Water, wholesale	26,891	70,381	360,500	(290,119)	20%	
Total 5755400 · Utilities	28,978	74,591	384,660	(310,069)	19%	
5755500 · Repairs & Building Improvements						
5755540 · Repairs- Machinery & Equipment	82	2,010	5,000	(2,990)	40%	
5755550 · Repairs - Vehicles	0	135	2,000	(1,865)	7%	
5755570 · Inventory Expense	1,908	3,372	10,000	(6,628)	34%	
5755580 · Water Chemical Expense	0	0	8,000	(8,000)	0%	
5755590 · Repairs - Other	2,483	2,483	3,000	(517)	83%	
Total 5755500 · Repairs & Building Improvements	4,472	8,000	28,000	(20,000)	29%	
5755600 · Insurance						
5755610 · Insurance - Property	0	661	2,643	(1,982)	25%	
5755620 · Insurance - Liability	0	402	1,750	(1,348)	23%	
5755640 · Insurance - Vehicle	0	154	1,600	(1,446)	10%	
Total 5755600 · Insurance	0	1,217	5,993	(4,777)	20%	
5755700 · Other Expenses						
5755752 · Employment Screening	0	0	300	(300)	0%	
Total 5755700 · Other Expenses	0	0	300	(300)	0%	

Ovilla W&S Utility Fund
Profit & Loss Budget Performance
 October 2014 through November 2014

	Current	Year to Date		Budget	\$ Over (Under)	% of Budget Thru November
		Oct 2014 - Nov 2014	Budget			
5756400 · Minor Capital Outlay						
5756440 · Machinery & Equipment	0	0	500	(500)	0%	
5756490 · Other	0	0	500	(500)	0%	
Total 5756400 · Minor Capital Outlay	0	0	1,000	(1,000)	0%	
5757400 · Capitalized Assets						
5757440 · Machinery & Equipment	0	0	2,200	(2,200)	0%	
5757470 · Infrastructure - Water	0	0	6,000	(6,000)	0%	
Total 5757400 · Capitalized Assets	0	0	8,200	(8,200)	0%	
5757900 · Long-Term Debt						
5758225 · Admin. Expense to Debt Fund	0	0	124,930	(124,930)	0%	
Total 5757900 · Long-Term Debt	0	0	124,930	(124,930)	0%	
Total 75 · Water	55,150	124,062	770,989	(646,927)	16%	
80 · Sewer						
5801400 · Support Salaries	0	0	9,900	(9,900)	0%	
5801405 · Support Staff	6,213	12,426	55,702	(43,276)	22%	
5801415 · Maintenance Crew	69	138	1,210	(1,072)	11%	
5801450 · Certification Pay	0	0	1,968	(1,968)	0%	
5801480 · Merit Raises	141	1,006	2,650	(1,644)	38%	
5801490 · Overtime	100	200	1,150	(950)	17%	
5801500 · Sewer - On Call						
Total 5801400 · Support Salaries	6,524	13,770	72,580	(58,810)	19%	
5802100 · Employee Benefits						
5802110 · Group Insurance	1,260	2,529	15,650	(13,121)	16%	
5802135 · TMRS	369	780	3,900	(3,120)	20%	

Ovilla W&S Utility Fund
Profit & Loss Budget Performance
 October 2014 through November 2014

	Current	Year to Date		Budget	\$ Over (Under)	% of Budget Thru November
		Oct 2014 - Nov 2014	Budget			
5802160 · Worker's Compensation-Sewer	0	625	2,730	(2,105)	23%	
5802170 · Payroll Taxes	92	195	980	(785)	20%	
5802190 · Licenses	0	0	222	(222)	0%	
Total 5802100 · Employee Benefits	1,722	4,128	23,482	(19,354)	18%	
5802300 · Contractual Services/Personnel	0	1,500	2,000	(500)	75%	
5802350 · Contract Labor - Company	0	1,500	2,000	(500)	75%	
Total 5802300 · Contractual Services/Personnel	0	1,500	2,000	(500)	75%	
5802500 · Operating Services	638	1,240	2,500	(1,260)	50%	
5802515 · Sardis Collection Expense	0	0	100	(100)	0%	
5802590 · TCEQ Fees - Sewer	638	1,240	2,600	(1,360)	48%	
Total 5802500 · Operating Services	638	1,240	2,600	(1,360)	48%	
5803100 · General Supplies	437	917	1,000	(83)	92%	
5803140 · Uniforms	437	917	1,000	(83)	92%	
Total 5803100 · General Supplies	437	917	1,000	(83)	92%	
5803400 · Maintenance Supplies & Parts	0	0	500	(500)	0%	
5803460 · Miscellaneous	0	0	500	(500)	0%	
Total 5803400 · Maintenance Supplies & Parts	0	0	500	(500)	0%	
5804200 · Travel Expenses	0	225	500	(275)	45%	
5804220 · Professional Development	94	94	1,500	(1,406)	6%	
5804270 · Vehicle Expense	94	319	2,000	(1,681)	16%	
Total 5804200 · Travel Expenses	188	638	4,000	(3,362)	16%	
5805400 · Utilities	211	403	2,781	(2,378)	15%	
5805450 · Electricity	0	111,998	216,000	(104,002)	52%	
5805463 · TRA Wastewater Treatment	211	112,401	218,781	(106,380)	51%	
Total 5805400 · Utilities	422	113,001	434,781	(321,780)	51%	

Ovilla W&S Utility Fund
Profit & Loss Budget Performance
 October 2014 through November 2014

	Year to Date			\$ Over (Under)	% of Budget
	Current	Oct 2014 - Nov 2014	Budget		
	41,944				16%
5805500 · Repairs & Bldg Improvements					
5805510 · Repairs - Land Improvements	28	28	300	(272)	9%
5805540 · Repairs - Machinery & Equipment	21	21	6,500	(6,479)	0%
5805570 · Inventory Expense	11	11	2,000	(1,989)	1%
5805590 · Repairs - Other	486	499	500	(1)	100%
Total 5805500 · Repairs & Bldg Improvements	545	558	9,300	(8,742)	6%
5805600 · Insurance					
5805610 · Insurance - Property	0	14	93	(79)	15%
5805620 · Insurance - Liability	0	93	375	(282)	25%
5805640 · Insurance - Vehicle	0	10	50	(41)	19%
Total 5805600 · Insurance	0	116	518	(402)	22%
5805700 · Other Expenses					
5805752 · Employment Screening	0	0	200	(200)	0%
Total 5805700 · Other Expenses	0	0	200	(200)	0%
5807400 · Capitalized Assets					
5807440 · Machinery & Equipment	5,973	5,973	6,000	(27)	100%
Total 5807400 · Capitalized Assets	5,973	5,973	6,000	(27)	100%
Total 80 · Sewer	16,143	140,922	338,961	(198,039)	42%
Total Expense	82,818	282,466	1,448,669	(1,166,203)	19%
Change in Net Position	59,102	18,016	0	18,016	100%

Ovilla Debt Service
Profit & Loss Budget Performance
October 2014 through November 2014

	Current			Year to Date		Budget	\$ Over (Under)	% of Budget Thru November
	November 2014	October 2014 - Nov 2014	Budget	November 2014	Budget			
Revenues								
4000100 - Taxes								
4000107 - Ad Valorem, Current I & S	28,768	31,560	415,211			(383,651)	8%	
4000111 - Ad Valorem, Delinquent I & S	295	367	3,570			(3,203)	10%	
4000114 - Interest/Penalties - I & S	85	118	2,844			(2,726)	4%	
Total 4000100 - Taxes	29,148	32,044	421,625			(389,581)	8%	
4000800 - Other Revenue								
4000840 - Interest Earned	3	4	770			(766)	1%	
4000900 - Reduction of Reserve Fund Bal.	-	-	28,500			(28,500)	0%	
4000930 - Admin.Rev.Rec.Fr Water & Sewer	-	-	124,930			(124,930)	0%	
Total 4000800 - Other Revenue	3	4	154,200			(154,196)	0%	
Total Revenues	29,151	32,049	575,825			(543,776)	6%	
Expenditures								
5157900 - Long-Term Debt								
5157930 - Paying Agent Fees	-	-	500			(500)	0%	
51579349 - 2011 Bond Issue Principle	-	-	365,000			(365,000)	0%	
5157940 - 2011 Bond Issue Interest	-	-	210,325			(210,325)	0%	
Total 5157900 - Long-Term Debt	-	-	575,825			(575,825)	0%	
Total Expenditures	-	-	575,825			(575,825)	0%	
Net Change in Fund Balance	29,151	32,049	-			32,049	100%	

City of Ovilla Capital Projects Fund
Profit & Loss Budget Performance
 October 2014 through November 2014

	Current			Year to Date		Budget	\$ Over (Under) Budget	% of Budget Thru November
	November 2014	October 2014	November 2014	Oct 2014 - Nov 2014	Budget			
Revenues								
4000800 · Other Revenue	0	0	1	(1)				3%
4000845 · Interest Earned - Texstar	21	43	255	(212)				17%
4000850 · Interest Earned - Prosperity	21	43	256	(213)				17%
Total 4000800 · Other Revenue	21	43	256	(213)				17%
Total Revenues	21	43	256	(213)				17%
Expense								
5879000 · Reserves	0	0	256	(256)				0%
5879010 · Admin Reserves	0	0	256	(256)				0%
Total 5879000 · Reserves	0	0	256	(256)				0%
Total Expense	0	0	256	(256)				0%
Change in Net Position	21	43	0	43				100%

**Ovilla Park Impact Fund
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current		Year to Date		\$ Over (Under) Budget	% of Budget Thru November 16%
	November 2014	October 2014 - Nov 2014	Budget	Budget		
Revenues						
4000400 · Charges for Services	2,007	3,680	10,000		(6,320)	37%
4000460 · Park Impact						
Total 4000400 · Charges for Services	2,007	3,680	10,000		(6,320)	37%
4000800 · Other Revenue						
4000840 · Interest Earned	8	17	45		(28)	37%
Total 4000800 · Other Revenue	8	17	45		(28)	37%
Total Revenues	2,015	3,696	10,045		(6,349)	37%
Expenditures						
5606400 · Minor Capital Outlay						
5606410 · Land Improvements	0	0	500		(500)	0%
Total 5606400 · Minor Capital Outlay	0	0	500		(500)	0%
5607400 · Capitalized Assets						
5607440 · Capital Machinery & Equipment	0	0	3,500		(3,500)	0%
Total 5607400 · Capitalized Assets	0	0	3,500		(3,500)	0%
5609000 · Reserves						
5609035 · Park Impact Reserves	0	0	6,045		(6,045)	0%
Total 5609000 · Reserves	0	0	6,045		(6,045)	0%
Total Expenditures	0	0	10,045		(10,045)	0%
Net Change in Fund Balance	2,015	3,696	0		3,696	100%

Ovilla W&S Impact Fee Fund
Profit & Loss Budget Performance
October 2014 through November 2014

	Current		Year to Date		\$ Over (Under)	% of Budget Thru November
	November 2014	Oct 2014 -Nov 2014	Budget	Budget		
Revenues						
4000400 · Charges for Services	2,401	2,836	2,610	226		109%
4000477 · Sewer Impact Fee						
Total 4000400 · Charges for Services	2,401	2,836	2,610	226		109%
4000800 · Other Revenue						
4000840 · Interest Earned	0	0	195	(195)		0%
4000880 · Transfer In - Water Impact	0	0	73,505	(73,505)		0%
Total 4000800 · Other Revenue	0	0	73,700	(73,700)		0%
Total Revenues	2,401	2,836	76,310	(73,474)		4%
Expense						
5755500 · Repairs						
5755560 · Repairs - Water Lines	0	0	55,000	(55,000)		0%
5755500 · Repairs - Other	0	0	18,700	(18,700)		0%
Total 5859000 · Reserves	0	0	73,700	(73,700)		0%
5859000 · Reserves						
5859030 · Sewer Impact Fees Reserve	0	0	2,610	(2,610)		0%
Total 5859000 · Reserves	0	0	2,610	(2,610)		0%
Total Expense	0	0	76,310	(76,310)		0%
Change in Net Position	2,401	2,836	0	2,836		100%

Ovilla 4B Economic Development Corporation

Profit & Loss Budget Performance

October 2014 through November 2014

	Current		Year to Date		\$ Over (Under)	% of Budget Thru November
	November 2014	Oct 2014 - Nov 2014	Budget	Budget		
Revenues						
4000100 · Taxes	8,487	13,603	98,500		(84,897)	14%
4000120 · Sales tax	8,487	13,603	98,500		(84,897)	14%
Total 4000100 · Taxes						
4000800 · Other Revenue	99	201	785		(584)	26%
4000840 · Interest Income	99	201	785		(584)	26%
Total 4000800 · Other Revenue						
Total Revenues	8,587	13,804	99,285		(85,481)	14%
Expenditures						
8102200 · Special Services	0	0	500		(500)	0%
8102230 · Legal Fees	0	0	1,600		(1,600)	0%
8102240 · Audit	0	0	2,100		(2,100)	0%
Total 8102200 · Special Services						
8102300 · Consultant Services	0	0	20,000		(20,000)	0%
8102310 · Consultant Fees	0	0	20,000		(20,000)	0%
Total 8102300 · Consultant Services						
8103100 · General Supplies	0	0	100		(100)	0%
8103110 · Office Supplies	0	0	100		(100)	0%
Total 8103100 · General Supplies						
8104200 · Travel Expense	0	504	1,000		(496)	50%
8104210 · Travel Expense	0	700	2,300		(1,600)	30%
8104220 · Professional Development	0	1,204	3,300		(2,096)	36%
Total 8104200 · Travel Expense						

Ovilla 4B Economic Development Corporation
Profit & Loss Budget Performance
 October 2014 through November 2014

	Current			Year to Date		\$ Over (Under) Budget	% of Budget Thru November 16%
	November 2014	Oct 2014 - Nov 2014	Budget	Oct 2014 - Nov 2014	Budget		
8105300 - Printing	0	0	300	0	300	(300)	0%
8105320 - Printing Expense							
Total 8105300 - Printing	0	0	300	0	300	(300)	0%
8105500 - Projects	0	0	45,000	0	45,000	(45,000)	0%
8105560 - Sewer Line							
Total 8105500 - Projects	0	0	45,000	0	45,000	(45,000)	0%
8105600 - Insurance	0	73	295	73	295	(222)	25%
8105620 - Insurance - Liability							
Total 8105600 - Insurance	0	73	295	73	295	(222)	25%
8105700 - Other Expenses	0	0	100	0	100	(100)	0%
8105705 - Postage							
8105730 - Memberships	0	0	165	0	165	(165)	0%
8105740 - Advertising	0	3,000	5,300	3,000	5,300	(2,300)	57%
8105765 - Business Expense	0	0	1,000	0	1,000	(1,000)	0%
Total 8105700 - Other Expenses	0	3,000	6,565	3,000	6,565	(3,565)	46%
8109000 - Reserves	0	0	19,125	0	19,125	(19,125)	0%
8109015 - Administrative Reserves							
8109215 - Admin. Expense to General Fund	0	0	2,500	0	2,500	(2,500)	0%
Total 8109000 - Reserves	0	0	21,625	0	21,625	(21,625)	0%
Total Expenditures	0	4,278	99,285	4,278	99,285	(95,007)	4%
Net Change in Fund Balance	8,587	9,527	0	9,527	9,527	9,527	100%

**Ovilla Municipal Development District
Profit & Loss Budget Performance
October 2014 through November 2014**

	Current		Year to Date		\$ Over (Under) Budget	% of Budget Thru November 16%
	November 2014	October 2014 - Nov 2014	Budget	Budget		
Revenues						
4000100 - Taxes	2,866	4,776	30,000		(25,224)	16%
4000120 - Sales tax	2,866	4,776	30,000		(25,224)	16%
Total 4000100 - Taxes						
4000800 - Other Revenue	26	52	160		(108)	33%
4000840 - Interest Income	26	52	160		(108)	33%
Total 4000800 - Other Revenue						
Total Revenues	2,892	4,828	30,160		(25,332)	16%
Expenditures						
9102200 - Special Services	0	0	250		(250)	0%
9102230 - Legal Fees	0	0	1,600		(1,600)	0%
9102240 - Audit	0	0	250		(250)	0%
9102250 - Accounting	0	0	2,100		(2,100)	0%
Total 9102200 - Special Services						
9102300 - Consultant Services	0	0	500		(500)	0%
9102310 - Consultant Fees	0	0	500		(500)	0%
Total 9102300 - Consultant Services						
9103100 - General Supplies	0	0	100		(100)	0%
9103110 - Office Supplies	0	0	100		(100)	0%
Total 9103100 - General Supplies						
9104200 - Travel Expense	0	0	250		(250)	0%
9104220 - Professional Development	0	0	250		(250)	0%
Total 9104200 - Travel Expense						

Ovilla Municipal Development District
Profit & Loss Budget Performance
October 2014 through November 2014

	Current		Year to Date		\$ Over (Under) Budget	% of Budget Thru November 16%
	November 2014	October 2014 - Nov 2014	Budget	Budget		
9105600 - Insurance	0	73	295	(222)		25%
9105620 - Insurance - Liability						
Total 9105600 - Insurance	0	73	295	(222)		25%
9105700 - Other Expenses	0	0	25	(25)		0%
9105705 - Postage						
Total 9105700 - Other Expenses	0	0	25	(25)		0%
9109000 - Reserves						
9109015 - Administrative Reserves	0	0	26,390	(26,390)		0%
9109215 - Admin. Expense to General Fund	0	0	500	(500)		0%
Total 9109000 - Reserves	0	0	26,890	(26,890)		0%
Total Expenditures	0	73	30,160	(30,067)		0%
Net Change in Fund Balance	2,892	4,755	0	4,755		100%

Ovilla Employee Benefit Trust
Profit & Loss Budget Performance
 October 2014 through November 2014

	Current		Year to Date		\$ Over (Under)	% of Budget Thru November 16%
	November 2014	Oct 2014 - Nov 2014	Budget	Budget		
Revenues						
4000991 · Insurance Contributions	23,453	23,594	0	23,594	23,594	100%
4000991 Insurance Contributions	23,453	23,594	0	23,594	23,594	100%
Total 4000991 · Insurance Contributions						
Total Revenues	23,453	23,594	0	23,594	23,594	100%
Expenditures						
5902110 · Benefit Premiums	34,796	34,796	0	34,796	34,796	100%
5902110 · Benefit Premiums	34,796	34,796	0	34,796	34,796	100%
Total 5902110 · Insurance						
Total Expenditures	34,796	34,796	0	34,796	34,796	100%
Net Change in Fund Balance	(11,343)	(11,202)	0	(11,202)	(11,202)	100%

Ovilla Fire Department Auxiliary
Profit & Loss Budget Performance
 October 2014 through November 2014

	Current		Year to Date		\$ Over (Under)	% of Budget Thru November
	November 2014	Oct. 2014 - Nov 2014	Budget	Budget		
Revenues						
4000800 · Other Revenue	0	0	500	500	(500)	0%
4000815 · Gifts	0	0	500	500	(500)	0%
4000830 · Vending Machines	0	0	1,000	1,000	(1,000)	0%
Total 4000800 · Other Revenue						
	0	0	1,000	1,000	(1,000)	0%
Total Revenues						
	0	0	1,000	1,000	(1,000)	0%
Expenditures						
5333400 · Maintenance Supplies and Parts	55	55	1,000	1,000	(945)	6%
5333460 · Supplies - Miscellaneous	55	55	1,000	1,000	(945)	6%
Total 5333400 · Maintenance Supplies and Parts						
	55	55	1,000	1,000	(945)	6%
Total Expenditures						
	(55)	(55)	0	0	(55)	100%
Net Change in Fund Balance						

Ovilla Police Department Special Fund
Profit & Loss Budget vs. Actual
 October 2014 through November 2014

	Current		Year to Date		Budget	\$ Over (Under)	% of Budget Thru November
	November 2014	October 2014 -Nov 2014	October 2014 -Nov 2014	November 2014			
Revenues							
4000800 · Other Revenue	0	0	1000	(1000)			0.0%
4000815 · Gifts							
Total 4000800 · Other Revenue	0	0	1000	(1000)			0.0%
Total Revenues	0	0	1000	(1000)			0.0%
Expenditures							
5232600 · Special Expenses							
5232690 · Special Expenses - Other	0	0	0	0			0.0%
Total 5232600 · Special Expenses	0	0	0	0			0.0%
Total Expenditures	0	0	1000	(1000)			0.0%
Net Income	0	0	0	0			0.0%



City Administrator Activity Report

Cyndy Powell

December 29, 2014 – January 02, 2015

Leadership Team meetings – staff is reading Servant Leadership, Robert K. Greenleaf.

Cockrell Hill Road Repairs – There are now more than a few rough areas, there have been some failures. Brad is in communication with Roger from Dallas County, they plan to come back to address all issues.

Planning and Zoning Commission – January 05, 2015, 6:00 p.m. Hosford Tracts “Ovilla Retail Center” Planned Development will be considered.

BOA – January 19, 2015, 7:00 p.m.

Economic Development Corporation – Next meeting Tuesday, January 20th at 6:00 p.m. RFP for Brand Identity and Strategy Development has been issued; EDC Proposal Review Committee January 20th at 5:00 p.m.

Municipal Development District – Council will consider Council appointments to the MDD at a future meeting.

Parks Board – next meeting January 05, 2015, 5:00 p.m.

ESD#4 Board Meeting – next meeting TBD.

ESD#2 Board Meeting – next meeting TBD.

Bryson Manor (122 acres in City Limits) – the final plat was anticipated for the February 05, 2015 P&Z meeting.

MISD parcel – staff met with the MISD team to review rough proportionality and the impact the development will have on the roadways in the traffic impact analysis.

Hosford Tracts (130 acres in City Limits) – The developer has submitted the Planned Development application for P&Z to consider at the January 05 meeting. The revised land plan includes 10 one-acre lots, 142-15,000 sf lots, and 93-50’x100’ lots, 28.49 acres future commercial, and 3.87 acres dedicated for park land. The PD was renamed Ovilla Retail Center.

Quarterly newsletter – articles from Ms. Huber and Mr. Oberg for the Councilor’s corner are due March 6th; the theme of the spring newsletter is Clean-up Day.

Ovilla Road Baptist Plat update – staff spoke with Mr. Logan Garrett regarding plat submittal and he plans to meet with staff over the next couple of weeks to update us on the status of their project.



City Administrator Activity Report

Cyndy Powell

December 22, 2014 – December 26, 2014

Leadership Team meetings – staff is reading Servant Leadership, Robert K. Greenleaf.

Cockrell Hill Road Repairs – Dallas County finished laying asphalt on Cockrell Hill. There are a few rough areas they plan to come back to address.

Planning and Zoning Commission – January 05, 2015, 6:00 p.m. Hosford Tracts “Ovilla Retail Center” Planned Development will be considered.

BOA – next meeting in January.

Economic Development Corporation – Next meeting Tuesday, January 20th at 6:00 p.m. RFP for Brand Identity and Strategy Development has been issued; EDC Proposal Review Committee January 20th at 5:00 p.m.

Municipal Development District – Council will consider Council appointments to the MDD at a future meeting.

Parks Board – next meeting January 05, 2015, 5:00 p.m.

ESD#4 Board Meeting – next meeting TBD.

ESD#2 Board Meeting – next meeting TBD.

Stonewood Lakes Estates (Cole Tracts 113 acres in the ETJ) – no update.

Bryson Manor (122 acres in City Limits) – the final plat is anticipated for the February 05, 2015 P&Z meeting.

MISD parcel – public hearings on annexation have been scheduled for January 12, and January 19, – a special meeting is required to meet state statute. Zoning hearing to be January 19, 2015. The TIA is under review.

Hosford Tracts (130 acres in City Limits) – The developer has submitted the Planned Development application for P&Z to consider at the January 05 meeting. The revised land plan includes 10 one-acre lots, 142-15,000 sf lots, and 93-50’x100’ lots, 28.49 acres future commercial, and 3.87 acres dedicated for park land. The PD was renamed Ovilla Retail Center. City’s engineer is evaluating water and sewer capacity.

Quarterly newsletter – articles from Ms. Huber and Mr. Oberg for the Councilor’s corner are due March 6th; the theme of the spring newsletter is Clean-up Day.

Ovilla Road Baptist Plat update – staff spoke with Mr. Logan Garrett regarding plat submittal and he plans to meet with staff over the next couple of weeks to update us on the status of their project.



City Administrator Activity Report

Cyndy Powell

December 15, 2014 – December 19, 2014

Leadership Team meetings – staff is reading Servant Leadership, Robert K. Greenleaf.

Cockrell Hill Road Repairs –Dallas County finished laying asphalt on Cockrell Hill. There are a few rough areas they plan to come back to address.

Planning and Zoning Commission – January 05, 2015, 6:00 p.m. Hosford Tracts “Ovilla Retail Center” Planned Development will be considered.

BOA – next meeting in January.

Economic Development Corporation – Next meeting Tuesday, January 20th at 6:00 p.m. RFP for Brand Identity and Strategy Development has been issued; EDC Proposal Review Committee January 20th at 5:00 p.m.

Municipal Development District – Council will consider Council appointments to the MDD at a future meeting.

Parks Board – next meeting January 05, 2015, 5:00 p.m.

ESD#4 Board Meeting – next meeting TBD.

ESD#2 Board Meeting – next meeting TBD.

Stonewood Lakes Estates (Cole Tracts 113 acres in the ETJ) – no update.

Bryson Manor (122 acres in City Limits) – the final plat is anticipated for the February 05, 2015 P&Z meeting. The developer’s engineer and city’s engineer met on December 11, 2014 to review requirements of the city’s ordinances and city standards in response to the review of the final plat. TRA is reviewing off site sewer poe.

MISD parcel – public hearings on annexation have been scheduled for January 12, and January 19, – a special meeting is required to meet state statute. Zoning hearing to be January 19, 2015. The TIA is under review.

Hosford Tracts (130 acres in City Limits) – The developer has submitted the Planned Development application for P&Z to consider at the January 05 meeting. The revised land plan includes 10 one-acre lots, 142-15,000 sf lots, and 93-50’x100’ lots, 28.49 acres future commercial, and 3.87 acres dedicated for park land. The PD was renamed Ovilla Retail Center. City’s engineer is evaluating water and sewer capacity.

Quarterly newsletter – articles from Ms. Huber and Mr. Oberg for the Councilor’s corner are due March 6th; the theme of the spring newsletter is Clean-up Day.

Ovilla Road Baptist Plat update – staff spoke with Mr. Logan Garrett regarding plat submittal and he plans to meet with staff over the next couple of weeks to update us on the status of their project.

AVR utility billing company - AVR has been unable to provide the requested utility billing reports for November and December meter readings; staff is awaiting HOA dues reconciliation reports as well.



City Administrator Activity Report

Cyndy Powell

December 01, 2014 – December 12, 2014

Leadership Team meetings – staff is reading Servant Leadership, Robert K. Greenleaf.

Cockrell Hill Road Repairs – Dallas County finished laying asphalt on Cockrell Hill this week. There are a few rough areas they plan to come back to address.

Planning and Zoning Commission – January 05, 2015, 6:00 p.m. Hosford Tracts “Ovilla Retail Center” Planned Development is anticipated.

BOA – no meeting in December.

Economic Development Corporation – Next meeting December 15, 2014 at 6:00 p.m.

Municipal Development District – Council will consider Council appointments to the MDD at a future meeting.

Parks Board – next meeting January 05, 2015, 5:00 p.m.

ESD#4 Board Meeting – meeting was held December 01, 2014 at 7:00 p.m.

ESD#2 Board Meeting – next meeting is Monday, December 15, 2014, at 7:00 p.m.

Stonewood Lakes Estates (Cole Tracts 113 acres in the ETJ) – no update.

Bryson Manor (122 acres in City Limits) – the final plat is anticipated for the February 05, 2015 P&Z meeting. The developer’s engineer and city’s engineer met on December 11, 2014 to review requirements of the city’s ordinances and city standards in response to the review of the final plat.

MISD parcel – public hearings on annexation have been scheduled for January 12, and January 19, – a special meeting is required to meet state statute. Zoning hearing to be January 19, 2015.

Hosford Tracts (130 acres in City Limits) – The developer has submitted the Planned Development application for P&Z to consider at the January 05 meeting. The revised land plan includes 10 one-acre lots, 142-15,000 sf lots, and 93-50’x100’ lots, 28.49 acres future commercial, and 3.87 acres dedicated for park land. The PD was renamed Ovilla Retail Center.

Quarterly newsletter – articles from Ms. Huber and Mr. Oberg for the Councilor’s corner are due March 6th; the theme of the spring newsletter is Clean-up Day.

Ovilla Road Baptist Plat update: left word for Mr. Logan Garrett regarding plat submittal.

Employee Awards Luncheon: the luncheon was held on Thursday, December 11, 2014. Brad Piland received the Distinguished Service Award for 15 years of service; Employee(s) of the Year-Johnny Cruz, Ashley Thompson, Mario Ortegon were three of those nominated by their peers. Other recognitions were made for outstanding service, commitment to safety, and professional development.

Ovilla Municipal Court Report

FY-2014-2015		Total Traffic Cases Filed	State Law Cases Filed	Parking Cases Filed	Penal Code Cases Filed	City Ordinance Filed	Trials	Total Revenue	Amount Kept by City	Amount sent to State	Warrants Issued	Cases sent to Collections
October		18	0	0	3	3	1	\$5,574.40	\$3,728.99	\$1,845.41	16	16
November		25	1	0	4	0	1	\$4,361.00	\$2,663.66	\$1,697.34	19	51
December		30	0	0	1	2	0	\$5,417.38	\$3,195.00	\$2,222.38	0	46
January												
February												
March												
April												
May												
June												
July												
August												
September												
Totals		73	1	0	8	5	2	\$15,352.78	\$9,587.65	\$5,765.13	35	113

2013-2014 FY

December	21	0	1	0	0	1	\$7,798.70	\$4,252.01	\$3,546.69	0
FY Totals	132	0	1	2	4	1	\$20,163.70	\$11,745.74	\$8,417.96	14

FY-2014-2015		Total # of Warrants	Total Amount of Warrants	Warrants Cleared	Warrants Amount	Cleared Omni/ Collections	Amount Omni/ Collections
October		389	\$118,562.35	4	\$1,113.00	4	\$1,113.00
November		405	\$124,725.78	3	\$1,068.40	3	\$1,068.40
December		394	\$126,563.34	11	\$3,399.93	9	\$2,921.93
January							
February							
March							
April							
May							
June							
July							
August							
September							
Totals				18	\$5,581.33	16	\$5,103.33

Code Enforcement Report
 105 S Cockrell Hill Rd
 Ovilla, TX 75154
 (972) 617-7262

To: Mayor Richard Dormier
 Ovilla City Council
 Cyndy Powell

Subject: **Code Enforcement Monthly Report**

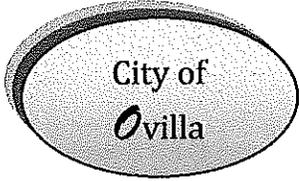
	Dec.2014	Dec.2014 YTD	Dec.2013	.2014 YTD
Calls For Service				
Complaint (Grass 8, Permit 16, Parking 12)	36	97	65	
Follow Up (Grass-12, Permit-18, Parking-16)	46	102	76	
Door Notice (Grass-5, Permit-12, Parking-12)	29	94	33	
Mail Notice (Grass & Brush-4, Parking-10)	14	41	28	
Posted Property (Grass-3, Nuisance-)	3	8	0	
Court ()	0	5	\$0.00	
Citizen Contacts	42	133	75	
Permits Reviewed	13	39	15	
Permits Issued	10	29	10	
Inspections	18	49	21	
Nuisance Abated by City (Grass)(Mosquito)	0	2	0	
Nuisance Signs (Garage sale-16, Business-17)	32	81	34	
Board Of Adjustment	0	0	1	

OVILLA ANIMAL CONTROL
 105 S Cockrell Hill Rd
 Ovilla, TX 75154
 (972) 617-7262

To: Mayor Richard Dormier
 Ovilla City Council
 Cyndy Powell

Subject: **Animal Control Monthly Report**

	Dec. 2014	Dec. 2014 YTD	Dec. 2013	Dec.2013 YTD
Calls For Service				
Complaint (Registration-13, At Large-8)	21	65	32	
Followups	31	89	51	
Door Notice (Registration-15, At Large-8)	23	58	44	
Impounded Animal (Dog)	3	17	7	
Animal Welfare Check	11	31	15	
Impound Results (Return-2, Transport-2)	4	13	7	
Impound fee collected	\$70.00	\$140.00	335	
Court(1 Nuisance Guilty)	\$0.00	\$444.00	0	
Citizen Contacts	29	89	87	
Registration Tags Issued \$264	5	22	21	
Registration Reminder Mailed	16	32	15	
Nuisance Letter Mailed	1	4	2	
Animals released ()	0	0	0	
Deceased Removed	28	84	25	
Oak Leaf (dog/snake)	0	2	0	
Traps Checked Out	2	10	1	



Ovilla City Council

CONSENT ITEMS C1 - C2

Meeting Date January 12, 2015

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted by: Staff

Amount: N/A

Attachments:	
C1.	Minutes of the December 08, 2014 Briefing Session and Regular City Council Meeting
C2.	Quarterly update of Strategic Guide
Discussion / Justification:	
Recommendation / Staff Comments:	
Staff recommends approval.	
Sample Motion(s):	
<i>I move to approve the consent items as presented.</i>	

CITY OF OVILLA MINUTES
Monday, December 08, 2014
City Council Briefing Session
105 S. Cockrell Hill Road, Ovilla, TX 75154

Mayor Dormier called the Council Briefing Session of the Ovilla City Council to order at 6:00 P.M. The following City Council Members were present:

Rachel Huber	Council Member, Place 1
Larry Stevenson	Council Member, Place 2
David Griffin	Mayor Pro Tem, Place 3
Doug Hunt	Council Member, Place 4
Dean Oberg	Council Member, Place 5

Mayor Dormier announced present Council members, thus constituting a quorum. Various department-heads and staff were also present.

CONDUCT A BRIEFING SESSION to review and discuss future agenda items.

City Administrator Cyndy Powell shared brief overviews:

- a. Boundary Agreement with City of Midlothian – still moving forward.
- b. Update on Emergency Services District #4 May Election – The EDC is moving forward with a May 2015 election.
- c. Municipal Development District – Staff will bring agenda item for Council and resident appointments.
- d. TX Transparency Award – Staff will begin preparation for application process in early 2015.
- e. Resignation of Fire Chief Phillip Brancato – City Administrator will bring agenda item for Captain Brandon Kennedy's Interim Fire Chief appointment.
- f. City Administrator's review due in January 2015.

CONDUCT A BRIEFING SESSION to review and discuss agenda items for the 6:30 p.m. regular meeting.

Mayor Dormier and Council reviewed the 6:30 p.m. Public Hearing and Regular Meeting agenda items.

ADJOURNMENT

Mayor Dormier adjourned the Briefing Session of the Ovilla City Council at 6:25 p.m.

Richard Dormier, Mayor

ATTEST:

Pamela Woodall, City Secretary

Approved January 12, 2015

CITY OF OVILLA MINUTES

Monday, December 08, 2014

Regular City Council Meeting

105 S. Cockrell Hill Road, Ovilla, TX 75154

Mayor Dormier called the Regular Council Meeting of the Ovilla City Council to order at 6:32 P.M. The following City Council Members were present:

Rachel Huber	Council Member, Place 1
Larry Stevenson	Council Member, Place 2
David Griffin	Mayor Pro Tem, Place 3
Doug Hunt	Council Member, Place 4
Dean Oberg	Council Member, Place 5

Mayor Dormier announced present Council members, thus constituting a quorum. Various department-heads and staff were also present.

Mayor Pro Tem Griffin gave the Invocation and Mayor Dormier led the recitation of the Pledge of Allegiance.

COMMENTS, PRESENTATIONS, REPORTS AND/OR APPOINTMENTS

▪ ***Citizens Comments / Citizens Forum:***

1. MS Carol Lynch – submitted forum request to speak during Item 1, Regular Agenda
2. MS Pam Kincaid – submitted forum request to speak during Item 2, Regular Agenda

▪ **Department Activity Reports / Discussion**

Staff and Council shared discussion on the monthly reports.

- Police Department Police Chief M. Moon
 - Monthly Report
 - Gave conditional offer for part-time position
- Fire Department Fire Chief Brancato
 - Monthly Report
 - Fire Chief Brancato received a standing ovation in respect of his tenure with Ovilla. Shared sentiments were that he will be missed.
- Public Works Public Works Director B. Piland
 - Monthly Report
 - Cedar Hill is refurbishing 2/10 mile on Cockrell Hill Road.
 - Researching possible purchase through Buy-Board for FY Budget approved truck.
- Finance Department City Accountant L. Harding
 - November 2014 Monthly Financials & Financial Transactions over \$5,000
 - Corrections were made/internal transfers
- Administration City Administrator C. Powell
 - Weekly activity report(s)
 - Monthly Municipal Court Report City Secretary P. Woodall
 - Mayor Pro Tem Griffin stressed his desires receive payments in from the outstanding warrants and lower that line item.
 - Code Enforcement/Animal Control Code/A/C Officer M. Dooly

CONSENT ITEMS

- C1.** Minutes of the November 10, 2014 Briefing Session and Regular City Council Meeting

C2. Minutes of the November 10, 2014 Joint Public Hearing with Council and the Planning and Zoning Commission.

PL4 Hunt moved that Council approve the Consent Items as presented, seconded by PL2 Stevenson. *No oppositions, no abstentions.*

VOTE: The motion carried unanimously: 5-0.

PUBLIC HEARING

Mayor Dormier read the caption and allowed the City Administrator to share a brief overview, stating that the City's engineering firm updated a study recommending amendments to the fees. This report was shared with the Advisory Committee. Mayor Dormier called on Planning and Zoning (P&Z) Chair Carol Lynch to provide a report and recommendation based from the Advisory Committee's Meeting on this item. The Advisory Committee's recommendation to the City Council was to amend the total water and wastewater impact total fees per service unit to be a minimum of \$3,000 to the maximum of \$4,752.

In accordance with the laws of the State of Texas, including Section 395.044 of the Texas Local Government Code, all interested persons and parties are invited to hear evidence, testimony and offer comments from all interested persons and parties concerning the following:

LAND USE ASSUMPTIONS AND
CAPITAL IMPROVEMENTS PLAN RELATING TO POSSIBLE
ADOPTION/AMENDMENT OF IMPACT FEES

And consideration on the amendment of Impact Fees for Water and Wastewater in the City of Ovilla, TX.

Mayor Dormier opened the Public Hearing at 6:58 p.m.

There was no one to speak in favor or opposition of the amendment to the Impact Fees.

Mayor Dormier closed the Public Hearing at 6:59 p.m.

REGULAR AGENDA

ITEM 1. ***DISCUSSION/ACTION – Consideration*** of and action on Resolution R2014-040 approving an amendment to the current water and wastewater impact fees; providing a repealing clause; providing a severability clause; and providing for an effective date.

City Administrator Cyndy Powell provided the following: Texas Local Government Code Chapter 395.054 provides for the process to review and amend the Impact Fees adopted by City Council in Ordinance 2011-022, approved September 2011. The City's engineering firm, Birkhoff, Hendricks, and Carter updated the eligible capital costs based on the related bond debt and calculated the 2014 Maximum Allowable Impact Fee for Water at \$3,311. There was no change to the maximum allowable fee for sewer of \$1,441. The City Council authorized by Resolution R2014-036 on September 22, 2014, the Planning and Zoning Commission to act as the Advisory Committee to review and advise the governmental body of the need to update or revise the Impact Fees. The Advisory Committee met on Monday, November 03, 2014 and moved to recommend the City Council consider amending the total water and wastewater impact fees per service unit from \$3,000 to \$4,752 providing for City Council to set the individual water impact fee and the wastewater impact fee.

- The current water impact fee is \$1,105 per service unit and the new maximum allowable fee is \$3,311.
- The current Sewer Impact Fee is \$51 per service unit and the maximum allowable fee is \$1,441.

The Advisory Committee's comments were made available in a report to the public prior to the public hearing. Following City Council action establishing the individual water impact fee and the wastewater impact fee, staff will prepare an ordinance for adoption of such fees for consideration at a future meeting.

PL5 Oberg moved that Council approve Resolution R2014-040 approving an amendment to the current water and wastewater impact fees; providing a repealing clause; providing a severability clause; and providing for an effective date: Water Impact Fee to be \$2,100 Wastewater Impact Fee to be \$1,400, seconded by PL2 Stevenson. *No oppositions, no abstentions.*

VOTE: The motion carried unanimously: 5-0.

ITEM 2. DISCUSSION/ACTION – Consideration of and action on Ordinance 2014-035 of the City of Ovilla, Texas, abandoning a portion of Water Street, a street right-of-way, to the abutting property owners: providing that this Ordinance shall constitute a quitclaim deed that may be recorded within the deed records of Ellis County, Texas; providing a severability clause: and providing an effective date.

The City received a Petition from the abutting landowners, Bill Crouch, Stephen Fiedler, and John Sims on May 12, 2014 and the required joint (by city code) public hearing was held November 10, 2014.

Mayor Dormier allowed MS Pam Kincaid, 113 Water Street, to address the Council who stated she was upset that the City didn't offer better notification to the surrounding residents of this street closure. She stated she doesn't read the newspaper nor check the City's website and was concerned about what the plans were for that portion of Water Street once closed. PL4 Hunt followed the same concerns as MS Kincaid.

PL2 Stevenson moved to approve Ordinance 2014-035 of the City of Ovilla, Texas, abandoning a portion of Water Street, a street right-of-way, to the abutting property owners: providing that this Ordinance shall constitute a quitclaim deed that may be recorded within the deed records of Ellis County, Texas; providing a severability clause: and providing an effective date, seconded by PL1 Huber. PL4 Hunt voted in opposition of the closure; *no abstentions.*

VOTE: The motion carried 4 in favor – 1 opposed.

ITEM 3. DISCUSSION/ACTION – Consideration of and action on Resolution R2014-041 setting the dates and times for public hearings regarding the proposed annexation of approximately 14 acres known as the Midlothian Independent School District Tract, generally located north of Shiloh Road and west of Bryson Lane, and directing the planning department to prepare a plan of services for the said annexation.

The City received a request and petition for the annexation of the Midlothian Independent School District property on October 23, 2014. Staff requests consideration of setting the dates and times for the public hearings for annexation of the property into the corporate limits of the City of Ovilla.

Mayor Pro Tem Griffin moved to approve Resolution 2014-041 setting the dates and times for public hearings regarding the proposed annexation of approximately 14 acres known as the Midlothian Independent School District Tract, generally located north of Shiloh Road and west of Bryson Lane to be Monday, January 12 and Monday, January 19, both at 6:30 p.m., in the City Council Chamber Room, and direct the planning department to prepare a plan of services for the said annexation, seconded by PL2 Stevenson. *No oppositions, no abstentions.*

VOTE: The motion carried unanimously: 5-0.

ITEM 4. DISCUSSION/ACTION – Consideration of and action on submitted applications for one appointment to the Municipal Services Advisory Committee.

MSAC is comprised of a board of three (3) resident volunteer members appointed by the City Council, and two (2) ex-officio members consisting of the City Administrator and the Director of Public Works. The Committee shall serve strictly in an advisory capacity to the City Council and shall recommend a Capital Improvements Plan for the Strategic Guide to the City Council as described in Resolution R2014-027 establishing the Committee.

To date, members Scott Surplus and Ozzie Molina have been appointed to this Board, leaving one vacancy. Two interested residents have submitted their applications and are presented for Council’s consideration:

1. Joseph M. Myers
2. Sandy Cawley

PL4 Hunt moved to approve the appointment of Joseph M. Myers to the Municipal Services Advisory Committee (MSAC), seconded by PL5 Oberg. PL2 Stevenson voted in opposition, *no abstentions*.

VOTE: The motion carried 4 in favor – 1 opposed.

ITEM 5. DISCUSSION/ACTION – Consideration of and action on the Ovilla Economic Development Corporation’s Strategic Plan developed for the City Wide Five-Year Strategic Guide.

Staff presented the OEDC Board’s refined Mission, Vision, and Goals and Objectives and developed tasks to support the action steps in the OEDC’s strategic plan. The OEDC Board approved the Strategic Plan at their October 27, 2014 meeting. OEDC President Gary Jones was present and shared some long range goals; one to install public restrooms at Heritage Park. Mayor Pro Tem Griffin voiced support to encourage the OEDC and the newly formed Parks Board to work closely in revitalizing the downtown area.

PL4 Hunt moved to approve the Ovilla Economic Development Corporation’s Strategic Plan developed for the City Wide Five-Year Strategic Guide, seconded by PL1 Huber. *No oppositions, no abstentions*.

VOTE: The motion carried unanimously: 5-0.

REQUESTS FOR FUTURE AGENDA ITEMS AND/OR ANNOUNCEMENTS

- | | |
|------------------|--|
| 1. PL1 Huber | None |
| 2. PL2 Stevenson | None |
| 3. PL3 Griffin | Agenda item to discuss the creation of a Crime Control District and dissolve the Municipal Development District. |
| 4. PL4 Hunt | None |
| 5. PL5 Oberg | None |
| 6. Mayor | Commented on the great tree-lighting event held December 4 . |

ADJOURNMENT

There being no further business, Mayor Dormier adjourned the meeting at 7:44 p.m.

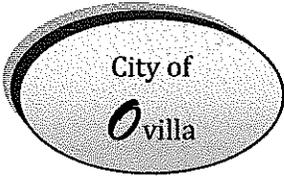
Richard Dormier, Mayor

ATTEST:

Approved January 12, 2015

Pamela Woodall, City Secretary
Richard Dormier, Mayor
Rachel Huber, Place One
Larry Stevenson, Place Two

Doug Hunt, Place Four
David Griffin, Place Three
Dean Oberg, Place Five



Ovilla City Council

CONSENT C2

Meeting Date: January 12, 2015

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Cyndy Powell, CA

Amount: N/A Account: N/A

Reviewed By: City Administrator

City Secretary

City Attorney

Accountant

Other: Staff

Attachments:	
1. Strategic Guide 2013-2018 Update	
Agenda Item / Topic:	
C2. <i>DISCUSSION</i> - Receive update on Strategic Guide and take action as necessary to direct staff.	
Discussion / Justification:	
This item is provided to update City Council on the development of action plans for each of the Goals in the Strategic Guide.	
Recommendation / Staff Comments:	
Sample Motion(s):	



OVILLA, TEXAS STRATEGIC GUIDE 2013-2018

City Council

**Richard Dormier, Mayor
David Griffin, Mayor Pro Tem, Place 3
Rachel Huber, Place 1
Larry Stevenson, Place 2
Doug Hunt, Place 4
Dean Oberg, Place 5**

Updated December 2014

Adopted by Resolution R2014-005
March 2014

Goal Statement I: Ensure future planning continues to enhance the characteristics of the City of Ovilla by December 2018

	Action Steps	Target Date	Who	Completion Date
1	Invite the community to validate the Vision, Mission, and Values on regular basis decided by the council.			
	Task 1. Hold Town Hall Meetings for Citizen input.	November 09, 2013 and March 24, 2014.	Citizens, Boards, Commissions, Council, and staff. Recommend a State of the City Town Hall Meeting in future.	November 09, 2013 and March 24, 2014.
	Task 2. Present Quarterly Update to Council at a Regular Meeting.	June 2014, September, December, March	Make presentation during budget meeting. Update in September, December and March.	June 2014, Sept. 2014
	Task 3. Publish Strategic Guide as updated on the City's web site.	Quarterly	Staff provides updated Strategic Guide quarterly for Council review and publishes on the city's web site.	June 2014, Sept. 2014, Dec. 2014
2	Attract high end residential development. Minimum 2,400 sq.ft. homes. Maintain our high standards for house and lot minimums.			
	Task 1. Bryson Manor, MISD Parcel, Hosford Tracts, Cole Tracts		Working with Developers of the Bryson Manor Subdivision, MISD parcel, and Hosford Tracts.	Ongoing
	Task 2.			
	Task 3.			
3	Develop Entry Way Signage.			
	Task 1. Partner with the Economic Development Corporation to design entry signage for the major gateways into the City.	July 2014	EDC has submitted design specifications to TxDOT for review; intent is to have signage incorporated into the engineering design of FM664.	
	Task 2. Consider Design and Cost Options for Entry Way Signage.	June 2015	EDC Board will go through a Branding exercise in 2015 and present the Council; this process and outcome will help in the designing of the entry signage.	
	Task 3. Consider installation timeframe for each entry way sign.	June 2015	There are several entry ways to the City; Council and EDC will evaluate the options, costs, and timeline for purchase/ installation.	
4	Review ordinances to ensure property values are maintained and/or increased.			
	Task 1. Contract with Sherry Sefko to review and revise ordinances.	February 2015	Sherry has been reviewing Subdivision and Zoning Code for compliance and conflict and will present proposed revisions at a future Council Meeting.	
	Task 2. Adopt updated residential building codes by Ordinance.	October 2014	Council adopted 2009 IRB codes.	Oct-14

	Task 3. Compare historic district ordinance to existing city code.		Texas Downtown Association recommended we compare historic district ordinance to existing city code; resolve conflicts and relax downtown design codes for compatible structures with existing structures.	
5	Create opportunities for Citizen Involvement.			
	Task 1. Find Chairman for Committees.	December 2014	Citizen volunteers have been appointed to the Parks Board, Municipal Services Advisory Committee, and Heritage Day Committee.	December 2014
	Task 2. Promote Committee/Board volunteer opportunities and Recruit citizens for Committee board member positions.	Ongoing	Municipal Development District awaits Council appointments.	occurring
	Task 3. Establish objectives for committees.	Ongoing	Parks Board met in December 2014 and MSAC will meet in January 2015. Both new committees will begin work on action items to support the strategic guide.	occurring
6	Continue to implement strategies that keep our community safe.			
	Task 1. Revitalize Neighborhood Crime Watch program.	Occuring	Include information in Winter Newsletter; add a link on the Police Department web page for neighborhoods to sign up for Crime Watch Committee; PD will speak at the HOA meetings and Crime Watch meetings.	
	Task 2. Fill part-time officer positions for optimal coverage on Thursdays and Fridays.	Occuring	One position was filled; City continues to accept applications.	
	Task 3.			
7	Educate Community on Ovilla's Emergency Preparedness Plan.			
	Task 1. Hold Emergency Preparedness Training for Elected Officials and City staff bi-annually.	February 2014	Training was held in February 2014, plan to hold in February 2016 and invite Citizens.	February 2016
	Task 2. Participate in Jurisdictional Emergency Preparedness Training Opportunities.	Ongoing as available	Police and Fire will be participating in a joint full-scale multi-jurisdictional/ multi-discipline mock disaster exercise hosted by the City of Red Oak and the Red Oak ISD.	October 2014
	Task 3. Hazard Mitigation Planning with Ellis County.	Occuring	The Police and Fire Departments continue to participate in the development of the Harzard Mitigation Plan for Ellis County.	

Value of accomplishing this goal:

- Decisions made will be consistent with Vision, Mission, and Values.
- Provides a clear focus on the characteristics of the community.
- The community identified the characteristics in the strengths and values of this document.

**Goal Statement II: Create a Master Parks Plan that connects the community by
December 2018**

	Action Steps	Target Date	Who	Completion Date
1	Develop current Park.			
	Task 1. Evaluate needs of Heritage Park and develop improvement plan and budget.			
	Task 2. Hold <i>Music in the Park</i> summer concert event.	June 2015	Texas Downtown Association suggested the City host a family friendly music event in Heritage Park for the community to bring attention to Downtown. The Board is making plans for Friday, June 05, 2015.	
	Task 3.			
2	Create satellite recreation areas around town.			
	Task 1. Consider Developer's Dedication of Parkland and the fit with the Strategic Guide.			
	Task 2. Evaluate needs of existing satellite parks and develop improvement plan and budget.			
	Task 3.			
3	Work with ORCS to develop park plan.			
	Task 1.			
	Task 2.			
	Task 3.			
4	Establish ordinances that promote park/recreation areas in new developments.			
	Task 1. Establish Parks Board Ordinance.	July 2014	Board established in July, members appointed by November, first meeting held December.	July 2014, December 2014
	Task 2. Review and Revise Parkland Dedication Fee.	Occurring	Staff is evaluating the fees and will present a recommendation for the Board's consideration at a future meeting.	
	Task 3. Revise Parks Ordinance	February 2015	Board reviewed and revised Parks Ordinance and recommended staff present to Council for consideration at a future meeting.	January 2015
5	Develop City Park Maintenance Plan.			

6

Task 1. Revisit Existing Maintenance Plan.	September 2014	Parks and play equipment are inspected twice monthly when servicing and maintaining parks to make sure safety standards are met. Each year funds are budgeted to replace equipment with age specific equipment in playground areas.	September 2014
Task 2.			
Task 3.			
Explore developing partnerships with other community entities for parks and recreation opportunities (churches).			
Task 1.			
Task 2.			
Task 3.			

Value of accomplishing this goal:

- Attracts families to the community.
- Encourages the citizens to participate in different activities.
- It supports the characteristics of Ovilla.

Goal Statement III: Create a Capital Improvement Plan by December 2018

	Action Steps	Target Date	Who	Completion Date
1	Need to identify challenges and potential shortfalls with additional development and current revenue rate.			
	Task 1. Establish Municipal Services Advisory Committee (MSAC) to develop Plan.	July 2014	Board positions filled in December 2014, first meeting in January 2015.	December 2014
	Task 2.			
	Task 3.			
2	Need to assess potential current and future water problems.			
	Task 1.			
	Task 2.			
	Task 3.			
3	Need to assess the level of city services.			
	Task 1. Send a Citizen Survey.			
	Task 2.			
	Task 3.			
4	Develop strategy of how to increase water pressure.			
	Task 1. Determine and evaluate problem area(s).			
	Task 2.			
	Task 3.			
5	Establish fund for major street/water/sewer repairs and capital equipment (such as fire engines).			
	Task 1. Needs assessment and timeline.			
	Task 2. Evaluate funding options.			
	Task 3. Develop strategy and timeline.			

<p>Value of accomplishing this goal:</p> <ul style="list-style-type: none"> • Provides a needs assessment of current status. Provides plan to move forward. funding options to be discussed and decided by Community. 	<ul style="list-style-type: none"> • • Identifies
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Goal Statement IV: Create a Strategic Plan for Economic Development by 2014

	Action Steps	Target Date	Who	Completion Date
1	The Economic Development Plan must support Ovilla's Vision, Mission, Values, and Goals.			
	Task 1. Revise Vision: The Ovilla EDC envisions an expanded business and commercial sector that will enable every citizen to realize their full potential.	March 2014	OEDC Board	March 17, 2014
	Task 2. Revise Mission: To create an economic environment that is diverse and strong by demonstrating our commitment to business retention and expansion by initiating a proactive approach toward business recruitment that meets or exceeds the expectations of our community.	March 2014	OEDC Board	March 17, 2014
	Task 3. Revise Goals and Objectives and incorporate into City-wide plan.	March 2014	OEDC Board	March 17, 2014
	Task 4. Maintain the quality of life enjoyed by Ovilla's citizens by protecting and enhancing its natural beauty and preserving and enhancing its historical heritage.	Ongoing	policy driven	
2	Task 5. Work with the Parks Board to develop a parks master plan.	Summer 2015	EDC can participate in certain features of community park development.	
	The plan needs to identify businesses that are desired and sustained by the economy.			
	Task 1. Retain and/or create additional, well paying, jobs with benefits.	Ongoing	Staff to seek medical (dialysis, physicians), retail (small-medium national chains, restaurants, consumer goods/services), mom & pop's, business park-identify tracts that can support small corporate headquarters, 25K sqft building with 40 employees.	
	Task 2. Assist and support our existing businesses.	Occurring	Staff to develop and publish a list of businesses on the web site, including home-based, to promote "What Ovilla offers close to home".	
	Task 3. Effectively market our community both internally and externally.	Promotions July-September 2014. Branding RFP 2015. Phase 1 FY2014-15 and Phase 2 in FY2015-16 budget.	Promote the community through Heritage Day advertising in regional publications, TML's festival listings, Texas Highways, Texas Downtown Association; create web page to promote the event and email address to respond to inquiries. Evaluate Branding agencies and short range plan to implement.	Promotion accomplished July 2014.
3	Task 4. Update business profile created by Retail Coach.	Spring 2015	Utilize work completed by Retail Coach, revising demographics to update business profile and utilize at ICSC.	
	The plan needs to address viable businesses for FM664/Ovilla Road development.			
	Task 1. Monitor progress of TxDOT Plans for expansion of FM664 and partner where possible for entrance signage.	July 2014, follow up and monitor status of project	TxDOT suggested preliminary sign design be submitted to their engineers to determine feasibility with plans.	July 2014, follow up
	Task 2. Participate in Best Southwest Partnership and area Chambers.	Ongoing-renewed membership to Associate Level	Membership and participation will provide exposure to businesses looking at the region.	

4	Identify what the City's responsibility will be in supporting the infrastructure when FM664 to Westmoreland is completed.			
	Task 1. Assess and evaluate infrastructure needs and develop plan to address those needs and return on investment.	Work with MSAC once board is established	Utilize water and sewer study to support future development plans. Review CIP plan.	
	Task 2. Create economic development guidelines and toolbox for incentivizing economic development.	January 2016	Guidelines for tax abatement and infrastructure support. Use separate policy for commercial and retail.	
	Task 3. Leverage the assets of the city, including infrastructure, services, and funds with State and Federal programs to attract new businesses to Ovilla.	Ongoing	Guidelines for 380 agreements.	
5	The plan should explore business opportunities for the Downtown Improvement Plan.			
	Task 1. Receive assessment from Texas Downtown Association (TDA) regarding similar small cities' successful downtown revitalization programs.	August 2014	Invited the community and downtown property owners to hear ideas of successful downtown revitalization projects.	September 2014
	Task 2. Develop a matching grant program to incentivize restoration and façade improvements.	January 2015	Develop policy and criteria for a matching grant program.	
	Task 3. Develop a vision and long-range plan with the property owners for Historic Downtown.	June - September 2014	Utilizing guidance from Texas Downtown Association's onsite Assessment of Historic Downtown and Report, EDC established these goals to support redevelopment downtown. Short-term goals: <ul style="list-style-type: none"> • Develop community events for Downtown and Heritage Park – semi-annual and quarterly in future, events such as movie night, food trucks, picnics, music or jazz in the park. • Expand Heritage Day festivities with Carnival rides through an outside sponsor. • Close Water Street. • Develop "Ovilla's Story" to market the City and Historic Downtown. Mid-term goals: <ul style="list-style-type: none"> • Restrooms in Heritage Park - Get estimates in 2015 for construction, installation, maintenance, life span to consider project in 2016. • The EDC will revisit investing in improvements for Downtown for street repaving, streetlights, sidewalks, seating, and signage as redevelopment progresses. • Compare historic district ordinance to existing city code; resolve conflicts and relax downtown design codes for compatible structures with existing structures. • Recommended the newly formed Parks Board review the recommendation for hike and bike trails. 	September 2014
	Task 4. Restrooms for Heritage Park to support hosting downtown events to draw the community downtown.	May 2015	Obtain costs for installation of restrooms in Heritage Park, project for future budget.	

Value of accomplishing this goal:

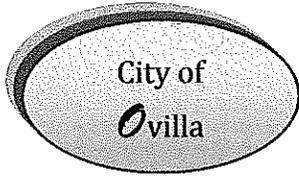
- Diversifies the tax base.
- Identifies economic opportunities.
- Will support the goals of the community.
- Will bring services to the citizens.

Goal Statement V: Showcase the City of Ovilla During the Heritage Day Festival by December 2018

	Action Steps	Target Date	Who	Completion Date
1	Create different marketing tools to attract high end residential developers.			
	Task 1. Create a brand for the City.	July 2014 -Dec 2016	Economic Development has budgeted phase 1 for FY15 and anticipates phase 2 in FY16 for Branding. RFP issued December 2014.	
	Task 2.			
	Task 3.			
2	Create different marketing tools to attract desired businesses.			
	Task 1. Promote Heritage Day by advertising in regional publications, TML's festival listings, Texas Highways, Texas Downtown Association.	July - September 2014	Increased advertising in NOW Magazines, EDC assisted with cost. Promoted through regional listings in state publications, continue annually.	July -September 2014
	Task 2. Create web page to promote the event and email address to respond to inquiries.	July 2014	Created web page and flyer to promote the event and a Heritage Day email address to respond to inquiries.	July 2014
	Task 3.			
3	Create large map of Ovilla that identifies properties available for residential/commercial development.			
	Task 1. OEDC budget for aerial maps.	August 2014	Ordered aerial contours map for delivery summer 2015.	
	Task 2. Display BSW Map at Heritage Day, next year utilize parcel mapping with developer/broker identifications, acreage, etc.	September 2014	Map showcasing available properties is being created.	
	Task 3.			

Value of accomplishing this goal:

- Creates Community.
- Reinforces the values of the community.
- Gives the residents the opportunity to meet each other.



Ovilla City Council

PUBLIC HEARING & ITEM REPORT

Item 1. a.

Meeting Date: January 12, 2015

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Cyndy Powell, CA

Amount: N/A

Reviewed By: City Administrator

City Secretary

City Attorney

Accountant

Other: Staff

Attachments:	
1.	Request for Annexation from Midlothian Independent School District
2.	Municipal Service Plan for Annexation of Midlothian Independent School District Tract
3.	Notice of Public Hearings for Annexation of Midlothian Independent School District Tract
Agenda Item / Topic:	
ITEM 1. a.	Presentation of Request for Annexation from Midlothian School District Representatives.
Discussion / Justification:	
The City received a request and petition for the annexation of the Midlothian Independent School District tract on October 23, 2014. Two Public Hearings for the annexation of approximately 14 acres generally located north of Shiloh Road and west of Bryson Lane, are to be held on Monday, January 12, 2015 and Monday, January 19, 2015.	
Recommendation / Staff Comments:	
The City Council of Ovilla will consider an Ordinance annexing the Midlothian Independent School District Tract at the February 09, 2015 Regular Meeting.	
Sample Motion(s):	

STATE OF TEXAS

§

COUNTY OF ELLIS

§

§

**REQUEST & PETITION TO THE CITY COUNCIL OF THE
CITY OF OVILLA, TEXAS, FOR ANNEXATION OF VACANT
AND UNINHABITED PROPERTY**

WHEREAS, the undersigned is the owner of a certain tract of property located within Ellis County, Texas, such property more particularly described hereinafter by true and correct legal description (referred to herein as the "subject property");

WHEREAS, the undersigned has sought the annexation of the subject property by the City of Ovilla, Texas, (hereinafter sometimes referred to as "City") in order to obtain the benefits of City services to the subject property by the City;

WHEREAS, the subject property is contiguous and adjacent to the corporate limits of the City, is one-half mile or less in width, is vacant and unoccupied; and,

WHEREAS, the undersigned agrees and consents to the annexation of the subject property by the City and further agrees to be bound by all acts, ordinances, and all other legal action now in force and effect within the corporate limits of the City and all those which may be hereafter adopted;

NOW THEREFORE, the undersigned by this Petition and Request:

SECTION ONE: Requests the City Council of the City of Ovilla to commence annexation proceedings and to annex into the corporate limits of the City of Ovilla, Texas, the subject property described as follows:

All that certain parcel or tract of land described in Exhibit "A" attached hereto.

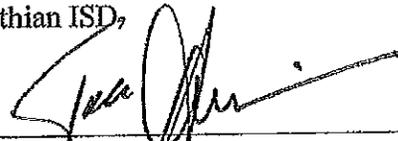
SECTION TWO: Requests that after annexation the City provide such services as are legally permissible and provided by the City, including sanitation, public safety and general governmental services.

SECTION THREE: Acknowledges and represents having received, read and understood the attached "draft" Service Plan, attached as Exhibit "B," (proposed to be applicable to and adopted for the subject property) and that such "draft" Service Plan is wholly adequate and acceptable to the undersigned who hereby requests the City Council to proceed with the annexation and preparation of a final Service Plan and publish notice and hold the requisite public hearings thereon, in accordance with the applicable laws of the State of Texas.

SECTION FOUR: Acknowledges, understands and agrees that all City services to the subject property will be provided by the City on the same terms and conditions as provided to other areas of the City and as provided in the Service Plan.

SECTION FIVE: Agrees that a copy of this Petition and Request may be filed of record in the offices of the City of Ovilla and in the real property records of Ellis County, Texas, and shall be notice to and binding upon all persons or entities now or hereafter having any interest in the subject property.

Midlothian ISD,

By: 

Todd Hemphill
Board President

STATE OF TEXAS

COUNTY OF ELLIS

BEFORE ME, the undersigned notary public, on this day personally appeared Todd Hemphill the MISD Board President known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged that he executed same for the purpose therein expressed and in the capacity stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 20th day of October, 2014.

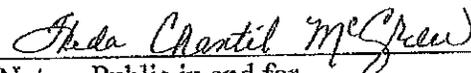

Notary Public in and for
the State of Texas

EXHIBIT "A"
FIELD NOTES

EXHIBIT "B"
SERVICE
PLAN

**Municipal Service Plan
for Proposed
Annexation of Approximately 13.998 Acre Tract
City of Ovilla, Texas**

Description of the area: 13.998 Acre tract, generally known as the "Midlothian ISD Tract", a residual of 200.1 acres (residual of 170 acres second tract) Vol. 483, Pg. 330 DRECT, on the northwest corner of Shiloh Road and Bryson Lane, of the William Billingsley Survey, ABST. 81, and located adjacent to the Ovilla City Limits.

The following is a plan whereby the City of Ovilla will provide municipal services as defined in Section 43.056 of the Texas Local Government Code utilizing methods by which it extends services to any other equivalent area in the City.

Municipal facilities and services will be provided to the annexed area at the following levels and in accordance with the following schedule:

1. POLICE PROTECTION

Upon the effective date of annexation, the City of Ovilla will provide police protection to the newly annexed area in the same or similar level of service now being provided to other areas of the City with like topography, land use and population density as those found within the newly annexed area. The Police Department will have the responsibility to respond to all dispatched calls for service or assistance within the newly annexed area.

2. FIRE PROTECTION and EMERGENCY MEDICAL SERVICES

Upon the effective date of annexation, the City of Ovilla will provide fire protection services and emergency medical services to the newly annexed area in the same or similar level of service now being provided to other areas of the City with like topography, land use and population density as those found within the newly annexed area.

3. MAINTENANCE OF WATER AND WASTEWATER FACILITIES

The City of Ovilla is not aware of the existence of any publicly owned water and wastewater facilities in the newly annexed area.

4. SOLID WASTE SERVICE

The City of Ovilla contracts with a provider for the collection of solid waste, recycling, and refuse within the corporate limits of the City. Solid waste and recycling collection will be provided, within ninety (90) days after the effective date of annexation, to citizens in the newly annexed area at the same or similar level of service now being provided to other areas of the City with like topography, land use and density as those found within the newly annexed area.

5. ROADS AND STREETS/ STREET LIGHTING

Any and all public roads, streets, alleyways or street lighting shall be maintained to the same degree and extent that other public roads, streets, alleyways, and street lighting are maintained in areas of the City with like topography, land use and density as those found within the newly annexed area. Roads that are privately owned will remain under private ownership and as such maintained by the individual owner(s).

6. MAINTENANCE OF PARKS AND PLAYGROUNDS

The City of Ovilla is not aware of the existence of any publicly owned parks or playgrounds now located in the proposed annexed area. In the event any such parks or playgrounds do exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to the other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed area. Private facilities that are privately owned will remain under private ownership and as such maintained by the individual owner(s).

7. MAINTENANCE OF ANY PUBLICLY OWNED FACILITY, BUILDING OR MUNICIPAL SERVICE

The City of Ovilla is not aware of the existence of any publicly owned facility, building or other municipal service now located in the proposed area of annexation. In the event any publicly owned facility, building, or other municipal service does exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas.

8. OTHER SERVICES

The City of Ovilla finds and determines that such services as planning, code enforcement, animal control, parks and recreation, court and general administration will be made available upon the effective date of annexation at the same or similar level of service now being provided to other areas of the City with similar topography, land use and density as those found within the newly annexed area.

CONSTRUCTION OF ANY CAPITAL IMPROVEMENTS TO BE COMPLETED WITHIN 2 ½ YEARS.

1. POLICE AND FIRE PROTECTION AND SOLID WASTE COLLECTION

The City of Ovilla finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of annexation of the particular annexed area for the purpose of providing police protection, fire protection, or solid waste collection. The City finds and determines that it has at the present time adequate facilities and other resources to provide the same type, kind and level of service and protection which is presently being administered to other areas already incorporated in the City of Ovilla with like topography, land use and population density as those found with the newly annexed areas.

**Municipal Service Plan
for Proposed
Annexation of Approximately 13.998 Acre Tract
City of Ovilla, Texas**

2. WATER FACILITIES

The City of Ovilla finds and determines it is not necessary to acquire or construct any capital improvements for water services to this property as it is served by the Sardis Lone Elm Water Supply Corporation. Construction of any capital improvements for water service to the newly annexed area will be developed pursuant to the Sardis Lone Elm Water Supply Corporation capital improvement plan and policies.

3. WASTEWATER FACILITIES

The City of Ovilla finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed area for wastewater services. Thereafter construction of any capital improvements for wastewater services to the newly annexed area will be developed pursuant to the City's capital improvement plan and policies. This property is served by the Trinity River Authority, Red Oak Creek Regional Wastewater Treatment Plant.

4. ROADS AND STREETS

The City of Ovilla finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed area. Thereafter, construction of any roads and streets will be developed pursuant to the City's Thoroughfare Standards and in accordance with the City's Code of Ordinances.

5. MAINTENANCE OF PARKS AND PLAYGROUNDS AND ANY OTHER PUBLICLY OWNED FACILITY, BUILDING OR SERVICE.

The City of Ovilla finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed area for the purpose of parks maintenance, playgrounds, and other publicly owned facility, building or service.

SPECIFIC FINDINGS

The City of Ovilla finds and determines that this proposed service plan will not provide any fewer services and will not provide a lower level of service in the area being considered for annexation that were in existence in the proposed areas at the time immediately preceding the annexation process. Given the proposed annexation area's topography, land utilization and population density, the service levels to be provided in the newly annexed area will be equivalent to those provided to other areas of the City with similar characteristics.

TERMS

This plan shall be valid for a term of ten (10) years. Renewal of the Municipal Service Plan is at the discretion of the City of Ovilla.

LEVEL OF SERVICE

Nothing in this plan shall require the City to provide a uniform level of full municipal services to each area of the City including the annexed areas, if different characteristics of topography, land use, and population density are considered a sufficient basis for providing different levels of service.

AMENDMENTS

The plan shall not be amended unless public hearings are held in accordance with Chapter 43 of the Texas Local Government Code.

Notice of Public Hearings Ovilla City Council

The City of Ovilla, Texas is proposing annexation proceedings to enlarge and extend the corporate boundary limits of the City. The City of Ovilla has scheduled the first public hearing regarding the proposed annexation on Monday, January 12, 2015, at 6:30 PM and the second public hearing regarding the proposed annexation on Monday, January 19, 2015, at 6:30 PM. Said hearings will be held in the Council Chamber of City Hall, located at 105 S. Cockrell Hill Road, Ovilla, Texas. The City Council of the City of Ovilla will conduct the public hearings to hear public testimony concerning the proposed annexation of the property described below.

General Description of the Property: Approximately 14 acres, known as the Midlothian School District Tract generally located north of Shiloh Road and west of Bryson Lane in the City of Ovilla Extraterritorial Jurisdiction (ETJ).

Metes and Bounds Description of the Property: Midlothian School District Tract 13.998 Acres

FIELD NOTES: MISD Tract 13.998 Acres

BEING all that certain lot, tract, or parcel of land being a part of the WILLIAM BILLINGSLEY SURVEY, Abstract No. 81, and being a part of a called 200.1 acre tract of land described in Volume 483, Page 330, of the Deed Records, Ellis County, Texas, (DRECT); and being more particularly described as follows:

BEGINNING at a 60d Nail found at the centerline intersection of Bryson Lane and Shiloh Road, said point also being the southeast corner of the aforesaid 200.1 acre Tract, said point also being the southeast corner of the William Billingsley Survey, A-81, (with the bearing basis for this description from GPS observation, Texas Co-Ordinate System, North Central Zone, and having a beginning co-ordinate of: Northing = 6874870.527, Easting = 2459177.954, and a Scale Factor of: 0.9999602) and also being the southwest corner of a called 122 acre tract of land described in Volume 2105, Page 1989, Official Public Records, Ellis County, Texas, (OPRECT);

THENCE S 89°25'37" W, 695.64 feet (Deed - WEST) along the centerline of Shiloh Road and the south line of the aforesaid William Billingsley Survey and the south line of the aforesaid 200.1 acre tract, 695.63 feet to a PK nail set for the southwest corner of this tract, said point also being the southeast corner of Shiloh Forest, Phase 2, a development as recorded in Cabinet H, Slides 335 to 341;

THENCE N 00°39'22" W, at 50 feet pass a 1/2" steel rod set for witness, in all 417.65 feet along Lots 5 and 6 of Block I to a 1/2" steel rod found for the northeast corner of Lot 6;

THENCE S 89°49'33" W, 20.06 feet along the north line of Lot 6 of Block I to a 1/2" steel rod found for corner, said point also being the southeast corner of Lot 7;

THENCE N 00°42'03" W, 449.77 feet along Lots 7, 8 and 9 of Block I to a 1/2" steel rod found for the northwest corner of this tract, said point also being the northeast corner of Lot 9 and the southwest corner of Lot 14;

THENCE N 89°18'21"E, 672.61 feet pass a ½" steel rod set, in all 708.03 feet along the north line of this tract and the south lines of Lots 14 and 23 to a PK nail set in the centerline of Bryson Lane for a southeast corner of said Shiloh Forest, Phase 2, said point also being the northeast corner of this tract, said point also being in the west line of said 122 acre tract;

THENCE S 01°11'05" E, (DEED REFERENCE - SOUTH) 869.22 feet along the centerline of Bryson Road and the east line of said William Billingsley Survey to the POINT OF BEGINNING and containing approximately 13.998 acres of land.

Metes and Bounds Description of the Property: Roadway Tracts 1-5

FIELD NOTES - TRACT 1 - 0.3857 Acre Easement

BEING all that certain lot, tract or parcel of land situated in the James P. Laughlin Survey, Abstract 627, and being a part of a called 10.00 acres tract of land conveyed to Leon & Sharon Poldrack by deed recorded in Volume 1287, Page 854, Official Public Records, Ellis County (OPRECT), and being more particularly described as follows:

BEGINNING at a point in the centerline of Shiloh Road (A County Road) for the northwest corner of said Poldrack tract, and being the same for this easement, and also being in the south line of Shiloh Forest, Phase II, an addition in Ellis County, Texas, according to the plat thereof recorded in Cabinet X, Slide X, Plat Records, Ellis County, Texas (PRECT), with the bearing basis for this description from GPS observation, Texas Co-Ordinate System, North Central Zone, with a beginning co-ordinate of: Northing = 6874861.291, Easting = 2458256.243;

THENCE North 89°25'22" East, 420.00 feet along the north line of said Poldrack tract and this easement, and along the south line of Shiloh Forest, Phase II to a point for the northeast corner of said Poldrack tract, and being the same for this easement, and also being the northwest corner of a called 5 acres tract described by deed recorded in Volume 1415, Page 687, OPRECT;

THENCE South 00°31'10" East, 40.01 feet along the east line of the Poldrack tract and this easement, and along the west line of said 5 acres tract to a point for the southeast corner of this easement;

THENCE South 89°25'37" West, 420.00 feet through said Poldrack tract along the south line of this easement to a point in the west line of the Poldrack tract for the southwest corner of this easement;

THENCE North 00°31'10" West, 39.98 feet along the east west line of the Poldrack tract and this easement to the POINT OF BEGINNING and containing approximately 0.3857 acre of land.

FIELD NOTES - TRACT 2 - 0.1837 Acre Easement

BEING all that certain lot, tract or parcel of land situated in the James P. Laughlin Survey, Abstract 627, and being a part of a called 5 acres tract of land conveyed to Wayne D. Kanack, Jr., et ux by deed recorded in Volume 1415, Page 687, Official Public Records, Ellis County (OPRECT), and being more particularly described as follows:

BEGINNING at a point in the centerline of Shiloh Road (A County Road) for the northwest corner of the aforesaid Kanack tract, and being the same for this easement, and also being the northeast corner of a

called 10.00 acres tract of land described by deed recorded in Volume 1287, Page 854, OPRECT, and said point also being in the south line of a called 13.05 acres tract of land conveyed to Midlothian I.S.D. by deed recorded in Volume 2601, Page 1498, OPRECT, with the bearing basis for this description from GPS observation, Texas Co-Ordinate System, North Central Zone, with a beginning co-ordinate of: Northing = 6874865.521, Easting = 2458676.221;

THENCE North 89°25'37" East, 200.00 feet along the north line of the Kanack tract and this easement, and along the south line of said 13.05 acres tract to a point for the northeast corner of said Kanack tract, and being the same for this easement, and also being the northwest corner of a called 1.000 acre "Lot 1" as described by deed recorded in Volume 2397, Page 1489, OPRECT;

THENCE South 00°31'10" East, 40.01 feet along the east line of said Kanack tract and this easement, and along the west line of said "Lot 1" to a point for the southeast corner of this easement;

THENCE South 89°25'37" West, 200.00 feet through said Kanack tract along the south line of this easement to a point in the west line of said Kanack tract for the southwest corner of this easement;

THENCE North 00°31'10" West, 40.01 feet along the west line of the Kanack tract and this easement and along the east line of said Poldrack tract to the POINT OF BEGINNING and containing approximately 0.1837 Acre;

FIELD NOTES – TRACT 3 - 0.1917 Acre Easement

BEING all that certain lot, tract or parcel of land situated in the James P. Laughlin Survey, Abstract 627, and being a part of a called 1.000 acre "Lot 1" as conveyed to Wells Fargo Bank by deed recorded in Volume 2397, Page 1489, Official Public Records, Ellis County (OPRECT), and being more particularly described as follows:

BEGINNING at a point in the centerline of Shiloh Road (A County Road) for the northwest corner of the aforesaid "Lot 1", and being the same for this easement, and also being the northeast corner of a called 5 acres tract of land described by deed recorded in Volume 1415, Page 687, OPRECT, and said point also being in the south line of a called 13.05 acres tract of land conveyed to Midlothian I.S.D. by deed recorded in Volume 2601, Page 1498, OPRECT, with the bearing basis for this description from GPS observation, Texas Co-Ordinate System, North Central Zone, with a beginning co-ordinate of: Northing = 6874867.521, Easting = 2458876.212;

THENCE North 89°25'37" East, 208.64 feet along the north line of said Lot 1 and this easement and along the south line of said 13.05 acres tract to a point for the northeast corner of said Lot 1, and being the same for this easement, and also being the northwest corner of a called 1.000 acre "Lot 2" by deed recorded in Volume 2397, Page 687, OPRECT;

THENCE South 00°31'10" East, 40.01 feet along the east line of said "Lot 1" and this easement, and along the west line of said "Lot 2" to a point for the southeast corner of this easement;

THENCE South 89°25'37" West, 208.64 feet through said "Lot 1" along the south line of this easement to a point for the southwest corner of this easement;

THENCE North 00°31'10" East, 40.01 feet along the west line of said Lot 1 and this easement and along the east line of the aforesaid 5 acres tract to the POINT OF BEGINNING and containing approximately 0.1917 acre of land.

FIELD NOTES - TRACT 4 - 0.2838 Acre

BEING all that certain lot, tract or parcel of land situated in the James P. Laughlin Survey, Abstract 627, and in the James S. Berry Survey, Abstract 86, in Ellis County, Texas, and being a part of a called 1.000 acres "Lot 2" as conveyed to Wells Fargo by deed recorded in Volume 2397, Page 1489, Official Public Records, Ellis County, Texas (OPRECT) and being a part of a called 12.756 acres tract of land conveyed to Rebecca Ann Switzer by deed recorded in Volume 745, Page 505, Deed Records, Ellis County, Texas (DRECT), and being more particularly described as follows:

BEGINNING at a point in the centerline of Shiloh Road (A County Road) for the northwest corner of the aforesaid 1.000 acre tract, and being the same for this easement, and being in the south line of a called 13.05 acres tract conveyed to Midlothian I.S.D. by deed recorded in Volume 2601, Page 1498, OPRECT, with the bearing basis for this description from GPS observation, Texas Co-Ordinate System, North Central Zone, with a beginning co-ordinate of: Northing = 6874869.609, Easting = 2459084.842;

THENCE North 89°25'37" East along the north line of said Lot 2 and this easement, and along the south line of said 13.05 acres tract, at approximately 93.26 feet passing a point for the southeast corner of said 13.05 acres tract and the southwest corner of a called 124.850 acres tract of land described by deed recorded in Volume 2105, Page 1989, OPRECT, said point being in the east line of the J. P. Laughlin Survey, A-627 and the west line of the J. S. Berry Survey, A-86, and continuing a total distance of 209.00 feet to a point for the northeast corner of this easement;

THENCE South 00°31'10" East, 40.01 feet along the east line of said "Lot 2" and this easement to a point for the southeast corner of this easement;

THENCE South 89°25'37" West along the south line of this easement, at approximately 115.74 feet passing the west line of the J.S. Berry Survey, A-86 and the east line of the J.P. Laughlin Survey, A-627, and continuing a total distance of 209.00 feet to a point in the west line of said "Lot 2" for the southwest corner of this easement;

THENCE North 00°31'10" West, 40.01 feet along the west line of said "Lot 2" and this easement and along the east line of the aforesaid "Lot 1" to the POINT OF BEGINNING and containing approximately 0.2838 acre of land.

FIELD NOTES - TRACT 5 - 0.0919 Acre

BEING all that certain lot, tract or parcel of land situated in the James S. Berry Survey, Abstract No. 86, and being a part of a called 12.756 acres tract of land conveyed to Rebecca Ann Switzer by deed recorded in Volume 745, Pg. 505, Deed Records, Ellis County, Texas (DRECT), and being more particularly described as follows:

BEGINNING at a point for the northwest corner of the Switzer tract and this easement, and also being the northeast corner of a called 1.000 acres "Lot 2" described by deed recorded in Volume 2397, Page 1489, Official Public Records, Ellis County, Texas (OPRECT), with the bearing basis for this description from GPS

observation, Texas Co-Ordinate System, North Central Zone, with a beginning co-ordinate of: Northing = 6874871.699, Easting = 2459293.832;

THENCE North 89°25'37" East, 100.00 feet along the north line of the Switzer tract and this easement to a point for the northeast corner of this easement;

THENCE South 00°31'10" East, 40.01 feet entering the Switzer tract along the east line of this easement to a point for the southeast corner of this easement;

THENCE South 89°25'37" West, 100.00 feet along the south line of this easement to a point in the west line of said Switzer tract and the east line of said "Lot 2" for the southwest corner of this easement;

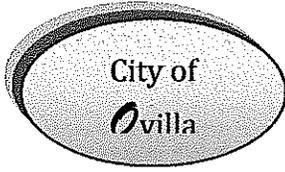
THENCE North 00°31'10" West, 40.01 feet along the west line of the Switzer tract and this easement to the POINT OF BEGINNING and containing approximately 0.0919 acre of land.

A notice has been sent to all owners of real property within the area proposed for annexation as such ownership appears in the Ellis County Central Appraisal District tax records.

A map of the area being proposed for annexation and a Municipal Service Plan describing the services that would be provided by the City of Ovilla to the property annexed into the City are available for review at the City Secretary's Office located at 105 S. Cockrell Hill Road, Ovilla, Texas 75154 and on the City of Ovilla website at <http://www.cityofovilla.org>.

At said hearings all interested parties shall have the right to an opportunity to appear and be heard on the subject.

If you have any questions or need additional information regarding the proposed annexation, please contact Cyndy Powell, City Administrator, 972-617-7262, or email cpowell@cityofovilla.org.



Ovilla City Council

PUBLIC HEARING & ITEM REPORT

Item 2

Meeting Date: January 12, 2015

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Brad Piland, PW Director

Amount: N/A

Reviewed By: City Administrator

City Secretary

City Attorney

Accountant

Other: Staff

Attachments:

1. Application for replat filed by Mr. Mohamad Soueid

Agenda Item / Topic:

Public Hearing/Presentation/ Comments:

Item 2. A replat request, filed by Mr. Mohamad Soueid, in the Ovilla Parc Phase 2 Addition, Lot 2R, Block H, Ovilla, TX 75154, proposing to divide one lot being 1.112 acres into two lots: Lot 2R1 and Lot 2R2, Block H, 22,137 sq. ft. and 26,312 sq. ft. respectively. If approved, both lots will meet the R-15 (Residential-15,000 sq. ft. lots) zoned requirements for Ovilla Parc.

- a. Presentation of Request for Replat from Mr. Soueid.
- b. PUBLIC HEARING to receive comments from the public regarding the request.
- c. **DISCUSSION/ACTION** - *Consideration* of and action on the replat request filed by Mr. Mohamad Soueid to divide Lot 2R, Block H, Ovilla Parc Phase 2 Addition, into two lots: Lot 2R1 and Lot 2R2, Block H, as presented.

Discussion / Justification:

Case No. Replat No. 201415-001: A request filed by Mr. Mohamad Soueid for Council's consideration to replat his property; dividing Block H, Lot 2R 1.1122 acres in the Ovilla Parc Phase 2, Residential Subdivision into two lots; being Lot 2R1 and Lot 2R2, Block H, 22,137 sq. ft. and 26,312 sq. ft. respectively.

If approved, both lots will meet the R-15 (Residential-15,000 sq. ft. lots) zoned requirements for the Ovilla Parc Phase 2 Residential Subdivision. The original plat was two lots. Council approved a replat request filed by Mr. Soueid to combine the two lots in July 2013. Legal notice requirements have been met.

DISCUSSION/ACTION - **Case No. Replat No. 201415-001:** *Consider* A replat request, filed by Mr. Mohamad Soueid, in the Ovilla Parc Phase 2 Addition, Lot 2R, Block H, Ovilla, TX 75154, proposing to divide one lot being 1.112 acres into two lots: Lot 2R1 and Lot 2R2, Block H, 22,137 sq. ft. and 26,312 sq. ft. respectively.

Recommendation / Staff Comments:

Sample Motion(s):

I move that Council approve/deny the replat request filed by Mr. Mohamad Soueid to replat his property; dividing Lot 2R, Block H, 1.1122 acres in the Ovilla Parc Phase 2 Residential Subdivision into two lots, being: Lot 2R1 and Lot 2R2, Block H, 22,137 sq. ft. and 26,312 sq. ft. as presented.



APPLICATION FORM FOR SHORT FORM PLAT/REPLAT APPROVAL
THE CITY OF OVILLA, TEXAS

REPLAT CHECK LIST

Please provide the following information/items as part of your submittal packet:

CURRENT & PROPOSED SURVEYS ATTACHED

RECEIPT SHOWING ALL PROPERTY TAXES PAID - ATTACHED.

EXISTING ZONING Replat. R-15

TITLE BLOCK LISTING OF REPLAT, SUBDIVISION NAME, COMPLETE LEGAL DESCRIPTION OF PROPOSED PLAT/REPLAT.

PROPOSED USE OF PROPERTY (if other than current use).

SIZE OF PROPERTY 1.112 ACRES

REPLAT FEES PAID RECEIPT ATTACHED - # 004935

DATE SUBMITTED: 12/9/14 HEARING DATE: 1-12-15

RECEIVED BY: [Signature]



APPLICATION FORM FOR SHORT FORM PLAT/REPLAT APPROVAL
THE CITY OF OVILLA, TEXAS

DATE: 12/9/14

APPLICANT: Mohamad Soueld
(PLEASE PRINT)

ADDRESS: _____

TELEPHONE: 972-400-0000

APPLICANT'S INTEREST IN PROPERTY: OWNER
(Owner, Agent, Leaser(s), Option to Buy, Etc.)

Engineer or Land Planner WALTER DAUJ Phone _____

Mailing Address: P.O. BOX 428 WAXAHACHIE TX 75168

Location of Property: ovilla park

City Limits Extraterritorial Jurisdiction (ETJ)

Subdivision Name: ovilla park

Area in Subdivision: ~~1.112~~ Total Acres 1.112 Number of Lots 2 Average Lot size 26312 SQ
22137 SQ) 24000 SQ

Short Form Application Fee \$200
Engineering Fee: \$20 per lot or acre (if required)

Fee Due City for Application \$ 200⁰⁰

DATE: 12/9/14

APPLICANT'S SIGNATURE: [Signature]



APPLICATION FORM FOR SHORT FORM PLAT/REPLAT APPROVAL

THE CITY OF OVILLA, TEXAS

SHORT FORM PROCEDURE

Ovilla Code of Ordinances

CHAPTER 10

§ 10.02.391 General

The short form procedure may be followed for the approval of a subdivision when the land proposed to be subdivided or re-subdivided meets the following conditions and requirements:

1. Such land abuts upon a street of adequate width and is so situated that no additional streets and no alleys, easements or other public property are required.
2. City utilities are in place to serve each parcel or lot of such subdivision or re-subdivision, or arrangements to provide such utilities have been made with the City.
3. The topography of the tract and the surrounding lands is such that no regard needs to be given in such subdivision to drainage, or, where drainage facilities are required, arrangements have been made for the construction of such facilities.
4. Each lot meets the minimum lot requirements as set forth in {section} 10.02.127 {10.02.129}. The re-subdivision of any lot, tract or parcel of land within a rural subdivision shall not be permitted if the proposed lot(s) size has less than one-half acre.
5. The perimeter of the tract being subdivided has been surveyed and marked on the ground, and each corner of such proposed subdivision has been marked on the ground, and is tied to a corner of each tract being subdivided. A plat thereof shall be filed with the City as outlined in {section} 10.02.392 (a) & (b). (1989 Code, Ch.9, Sec.13.01)

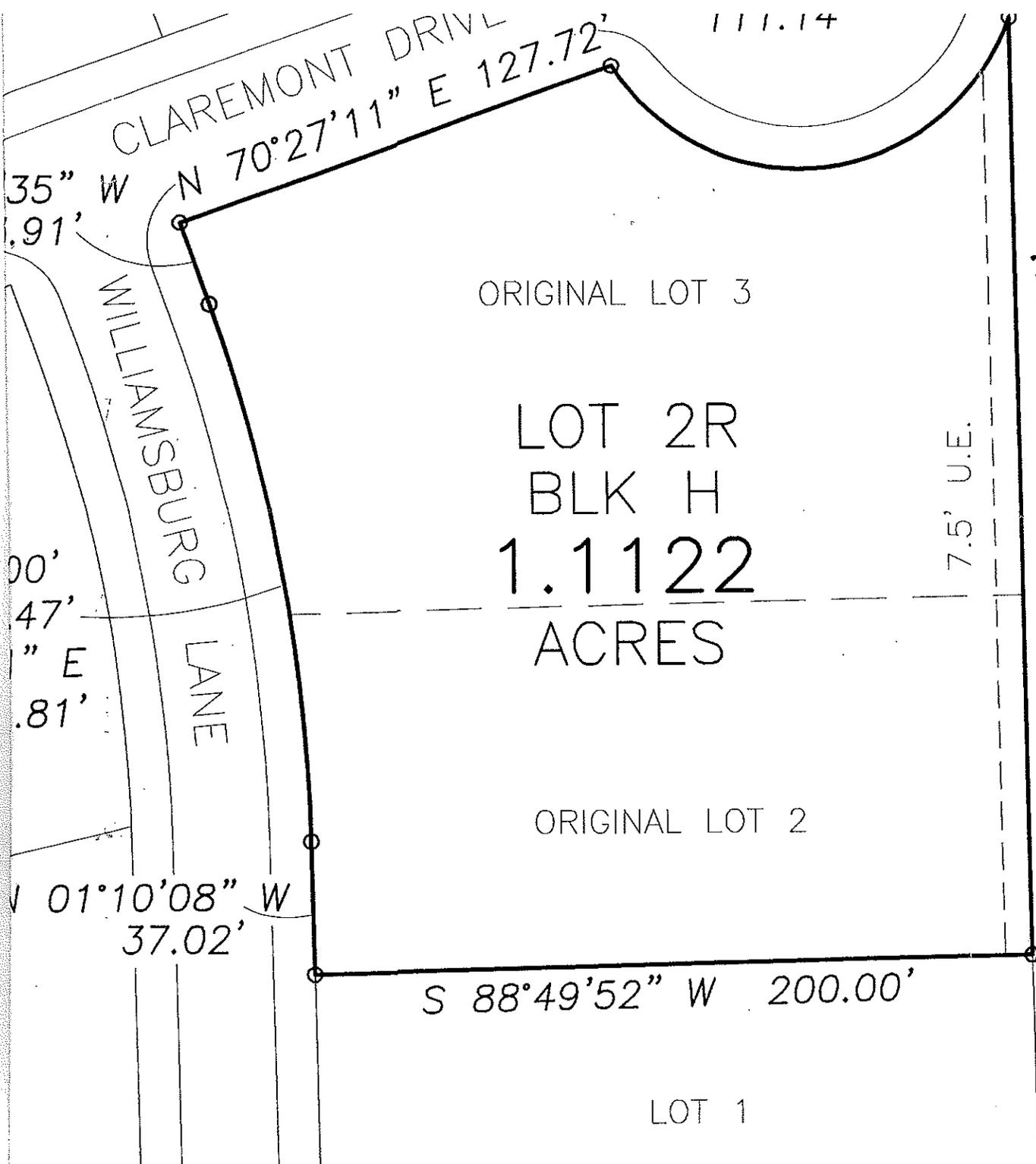
§ 10.02.392 Submission

- a) The sub-divider shall provide eight (8) legible white print copies of the proposed plat to the City Secretary at least fifteen (15) days prior to the meeting at which approval is requested.
- b) Accompanying the submittal of the plat shall be the plat filing fee as set forth in the appendix, A8.000.
(1989 Code, Ch.9, Sec.13.01)

§ 10.02.393 Requirements

The plat shall be drawn in India ink on tracing cloth, Mylar or comparable substitute, sheets seventeen and one-half inches by twenty-three and one-half inches (17-1/2" x 23-1/2") and to an appropriate scale. The following information will be shown on or will accompany plat.

1. The name of the landowner or owners; the name of the registered public surveyor responsible for the preparation of the plat; the scale and location of each lot with reference to an original corner of the original subdivision or tract of which said land is a part; the date, north point, and total acres in the proposed subdivision or lots.
2. The certificate of the registered public surveyor who surveyed, mapped and monumented the land shall be placed on the face of the plat.
3. A certificate of ownership and dedication to the public of all easements signed and acknowledged before a notary public by the owners and any holders of liens against the land.
4. An accurate on-the-ground boundary survey of the property with bearing and distances and showing the lines of all adjacent land, streets, easements and alleys.
(1989 Code, Ch.9, Sec.13.01)



ORIGINAL LOT 3

LOT 2R
 BLK H
 1.1122
 ACRES

ORIGINAL LOT 2

LOT 1

BEING all of LOTS 1 and 2 in BLOCK H of OVILLA PARC, an Texas, according to the map thereof recorded in Cabinet G, County, Texas.

Owner
 Mohamad Soueid
 121 Robin Glen
 Ovilla, Texas 75154

KNOW ALL MEN BY THESE PRESENTS:

That I, Walter Keven Davis, do hereby declare that I prepared survey of the land and that the corner monuments shown to me were on my personal supervision, in accordance with the subdivision regulations.

LEGEND

O	-	Property Corner Symbol
Fnd.	-	Found
S.R.	-	Steel Rod
U.E.	-	Utility Easement
D.U.E.	-	Drainage and Utility

Walter Keven Davis

 Walter Keven Davis, RPLS #4466



TAX RECEIPT



JOHN BRIDGES RTA, CTA, CSTA
ELLIS COUNTY TAX OFFICE TAX ASSESSOR - COLLECTOR
P.O. DRAWER 188 109 S. JACKSON RM T125
WAXAHACHIE, TX 75168

Certified Owner:

SOUEID MOHAMAD A

OVILLA, TX 75154-1667

Legal Description:

LOT 2R BLK H OVILLA PARC- REV 1.112 AC

Parcel Address: WILLIAMSBURG LN
Legal Acres: 1.1120

Deposit No: 121014BB
Validation No: 900000034461167
Account No: **139457**
Operator Code: BECKYB

Remit Seq No: 27220688
Receipt Date: 12/10/2014
Deposit Date: 12/10/2014
Print Date: 12/10/2014 01:24 PM
Printed By: BECKYB

Year	Tax Unit Name	Tax Value	Tax Rate	Levy Paid	P&I	Coll Fee Paid	Total
2014	Ellis County	120,000	0.380091	456.11	0.00	0.00	456.11
2014	Ltrd	120,000	0.033508	40.21	0.00	0.00	40.21
2014	Midlothian Isd	120,000	1.540000	1,848.00	0.00	0.00	1,848.00
2014	City Of Ovilla	120,000	0.671900	806.28	0.00	0.00	806.28
				\$3,150.60	\$0.00	\$0.00	\$3,150.60

>---
Check Number(s):
794303

PAYMENT TYPE:

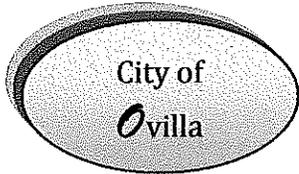
Checks: \$3,150.60 ---<

Exemptions on this property:

Total Applied: \$3,150.60
Total Tendered: \$3,150.60
(for accounts paid on 12/10/2014)
Change Paid: \$0.00

PAYER:
SOUEID MOHAMAD A
121 ROBIN GLEN LN
OVILLA, TX US 75154-1667

ACCOUNT PAID IN FULL



Ovilla City Council

PUBLIC HEARING & ITEM REPORT

Item 3. a.

Meeting Date: January 12, 2015

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Cyndy Powell, CA

Amount: N/A

Reviewed By: City Administrator City Secretary City Attorney

Accountant

Other: Staff

Attachments:

1. Letter from Developer requesting postponement
2. Item report presented to Planning & Zoning and recommendation report
3. Resident letter submitted to P&Z and Council
4. Zoning Map 2007
5. *Ovilla Retail Center* Concept Plan

Agenda Item / Topic:

ITEM 3. a. Presentation from the Developer of the Planned Development, *Ovilla Retail Center*.

Discussion / Justification:

Developer Clyde Hargrove has proposed a concept plan for an *Ovilla Retail Center* in the area known as the Hosford Tracts, approximately 129 acres bordering Ovilla Road FM664, Hosford and Westmoreland Roads. The existing zoning includes general commercial bordering FM664 and residential providing for 22,000 sf lots. The Developer is requesting consideration for a Planned Development designation of the property that would include approximately 28 acres for general commercial for retail or restaurant sites, approximately 10 acres for ten 1 acre home sites, 66 acres for 15,000sf home sites, a residential senior community of approximately 20 acres of 15,000sf home sites, and a 3.87 acre park, in all 245 homes.

Recommendation / Staff Comments:

Following the presentation from the Developer, the Public Hearing will be opened to receive comments from the public regarding the Developer's request for the Planned Development designation.

Sample Motion(s):

On Jan 7, 2015, at 4:45 PM, "Hargrove Real Estate Hargrove" > wrote:

Cindy,

Please be advised by this email that we, the owner and applicant, request from City Council a postponement for their consideration of our Planned Development (PD-1) that was scheduled to be heard January 12, 2015 to February 9, 2015. The reason for our request is to try to revise our plan based upon some of the comments by the Zoning Board and citizens.

Thank you for your consideration in granting this postponement.

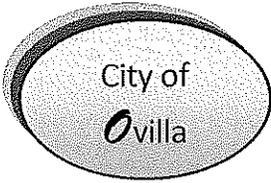
Clyde L. Hargrove

Clyde L. Hargrove
Hargrove Real Estate
101 Valley Ridge Dr
Red Oak, TX 75154

Phone: 972-617-1100

Fax: 972-617-1104

www.hargroverestate.net



Ovilla Planning & Zoning

P&Z AGENDA ITEM REPORT & RECOMMENDATION

Meeting Date: January 05, 2015

Department: Administration

Discussion Action

Zoned: Res. Commercial

Attachments:

1. Application for planned development
2. Special warranty deeds
3. Legal Description of property for planned development
4. Zoning Map of property for planned development

Agenda Item / Topic:

ITEM I. Case No. PZ15-01. Consider a request submitted by Todd Winters, Engineering Concepts & Designs, LP, for a **planned development**, *Ovilla Retail Center*, being 129.043 acres, situated in the S. Clark Survey, A-212 & E. W. Blanton Survey, A-51, more commonly known to be a tract of land bordered by Ovilla Road 664, Malloy, Hosford and Westmoreland Roads. Zoning districts defined are: General Commercial-28.49 acres, RE Residential-10.20 acres, R15 Residential-66.74 acres, Senior Community-20.69 and forward reports and recommendation of findings to the Ovilla City Council.

Discussion / Justification:

NAME: OVILLA RETAIL CENTER

AUTHORIZED AGENT OF RECORD: Clyde Hargrove

ENGINEER/PLANNER: Todd Winters, Engineering Concepts

ORIGINAL DATE FILED WITH CITY: 12/08/2014

LOCATION: Bordered by Ovilla Rd., Malloy, Hosford & Westmoreland

UTILITIES: City Water/Sewer

ZONING: General Commercial and Residential

PROPOSED LAND USE: Planned Development

MAJOR THOROUGHFARE: Highway 664 Ovilla Road

Applicant proposes the use of 129.043 acres for a Planned Development with zoning districts of General Commercial, RE and R15, including a Senior Community.

Recommendation / Staff Comments:

Sample Motion(s):

*I move that the Planning & Zoning Commission send a report to **RECOMMEND / NOT RECOMMEND TO THE OVILLA CITY COUNCIL** for a proposed **planned development**, *Ovilla Retail Center*, being 129.043 acres, situated in the S. Clark Survey, A-212 & E.W. Blanton Survey, A-51, more commonly known to be a tract of land bordered by Ovilla Road 664, Malloy, Hosford and Westmoreland Roads. Zoning districts defined are: General Commercial-28.49 acres, RE Residential-10.20 acres, R15 Residential-66.74 acres, Senior Community-20.69.*

**City of OVILLA Planning & Zoning Commission
Recommendation**

ITEM 1. Case No. PZ15-01. Consider and recommend to the Ovilla City Council an ordinance for a change in zoning for planned development, *Ovilla Retail Center*, being 129.043 acres, situated in the S. Clark Survey, A-212 & E. W. Blanton Survey, A-51, more commonly known to be a tract of land bordered by Ovilla Road 664, Malloy, Hosford and Westmoreland Roads. Zoning districts defined are: General Commercial – 28.49 acres, RE Residential – 10.20 acres, R15 Residential – 66.74 acres, Senior Community – 20.69 acres, Park area 3.87 acres.

**VOTE: 5 in favor to DENY recommendation of the Planned Development.
1 in favor to APPROVE recommendation of the Planned Development.
1 absent.**

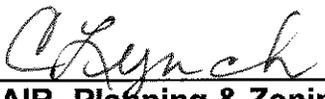
PLANNING AND ZONING Members present, and upon a record vote:

PL 1 Jungman <u>Absent</u>	PL5 Pearcy <u>Not recommended</u>
PL2 Yordy <u>Not recommended</u>	PL6 Hart <u>Not recommended</u>
PL3 Lynch <u>Recommended</u>	PL7 Zimmermann <u>Not recommended</u>
PL4 Whittaker <u>Not recommended</u>	

RECOMMEND

DO NOT RECOMMEND APPROVAL OF PD

ABSTAIN


CHAIR- Planning & Zoning

1-5-2015
Date


Board Secretary

1-5-2015
Date

received
12.29.2014 PM

City of Villa

12/24/14

ATTN: Pam Woodall, City Secretary
105 S. Cockrell Hill Rd.
Villa TX 75754

Re: Planned Development, Villa Retail Center on
129.043 ac situated in the S. Clark Survey
A-212 & E.W. Blanton Survey A-51 bordering
Hwy 664, Malloy, Hasford & Westmoreland Rds

To: Planning & Zoning Commission of Villa
and City Council

We live at 601 Buckboard Trail and we strongly
object to the current proposed Planned Development
as it is presented attached to the certified letter
dated 12-16-14. We moved to Villa and chose
this subdivision due to restricted lot size of 1 acre
to enjoy country living vs those who choose to live
in crowded housing developments with small lot size.

This subdivision we live in is unique as each
home consists of 1 acre up to 10 acres many residents
own cattle, horses, poultry, wild birds to
include raising & training of pure bred bird dogs.

Roads: Malloy, Hasford, Westmoreland

*Not addressed in letter

(2)

* 245 homesites x average 2 cars per household = 490
additional vehicles

Q? Has a traffic study been done for these additional
homesites for alleviating congestion?

* will above referenced streets be completed before
construction of planned development?

* who will pay for widening + concrete?

* during development heavy trucks, tractor
trailers will tear up current roads of Malloy,
Harford + Westmoreland (City already paid thousands
for current upgrade.)

* Buckboard + Sergestown will be in continuous
quidlock during construction

* decrease property value

Power, sewer, water:

* not addressed in letter

* electricity goes off-n-on all the time for their
subdivision

Q? what about the additional 245 homesites being
added

* 1-10 acre lots are on septic systems - will the
new proposed 1 acre lots be on septic systems?

* water pressure now is very low

* what about water usage being based on
contract capacity (surcharge for extra gallons used)
will all current residents have increase in usage?

(5)

* who will pay for adding city sewer to the planned new development?

Senior community:

* lot size does not fit with surrounding homes on Malloy, Buckboard, Hasford, Georgetown & Westmoreland roads.

* restricted needs - who will do code enforcement

* 65 year old residents get tax freeze - will not add to city funds

* Senior community adds to city services, greater demand for ambulance, EMT's, fire department

* No front entry garage per city code, shall not be considered as an "exception" as all other citizens within the new developments must comply with current codes (would show favoritism)

* 93 small lots x 2 people = 186 seniors looking for increased services from the city (would impact community)

* access to Hwy 604 would be at constant gridlock

Driveway Retail Center:

* will there be any restrictions as to the "type" of business to occupy space?

* who will market/advertise to get new business?

* who will pay for hook-up to city sewer & water

* Tract 1 - corner of Malloy & Hwy 604 shows only 1 acre lot for commercial, why?

(4)

* what type of business would occupy 1 acre?

In closing:

* Opposed to proposed planned development lots should be no less than 1 acre lots to conform to surrounding zones

* Senior community does NOT fit in this subdivision would be better suited in another area to provide them with health care services, etc. and away from heavy traffic area

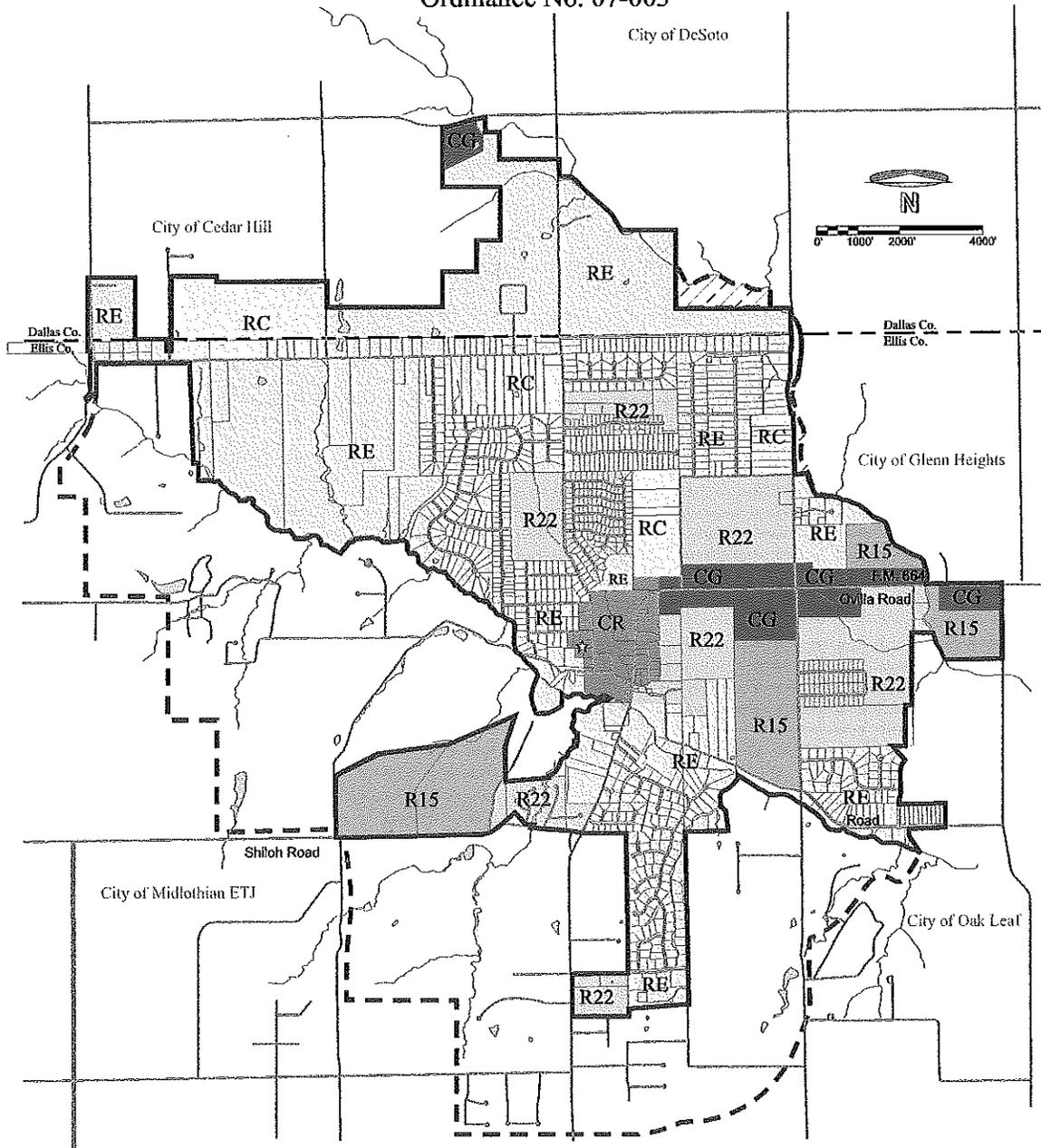
* Retail center would be considered if type of business fits with Villa culture and mandated by city restricted to keep occupancy of 100-90% - not less

Barbara Petik
B. A. Petik

Zoning Map

City of Ovilla, Texas

Ordinance No. 07-003



Zoning Map Legend

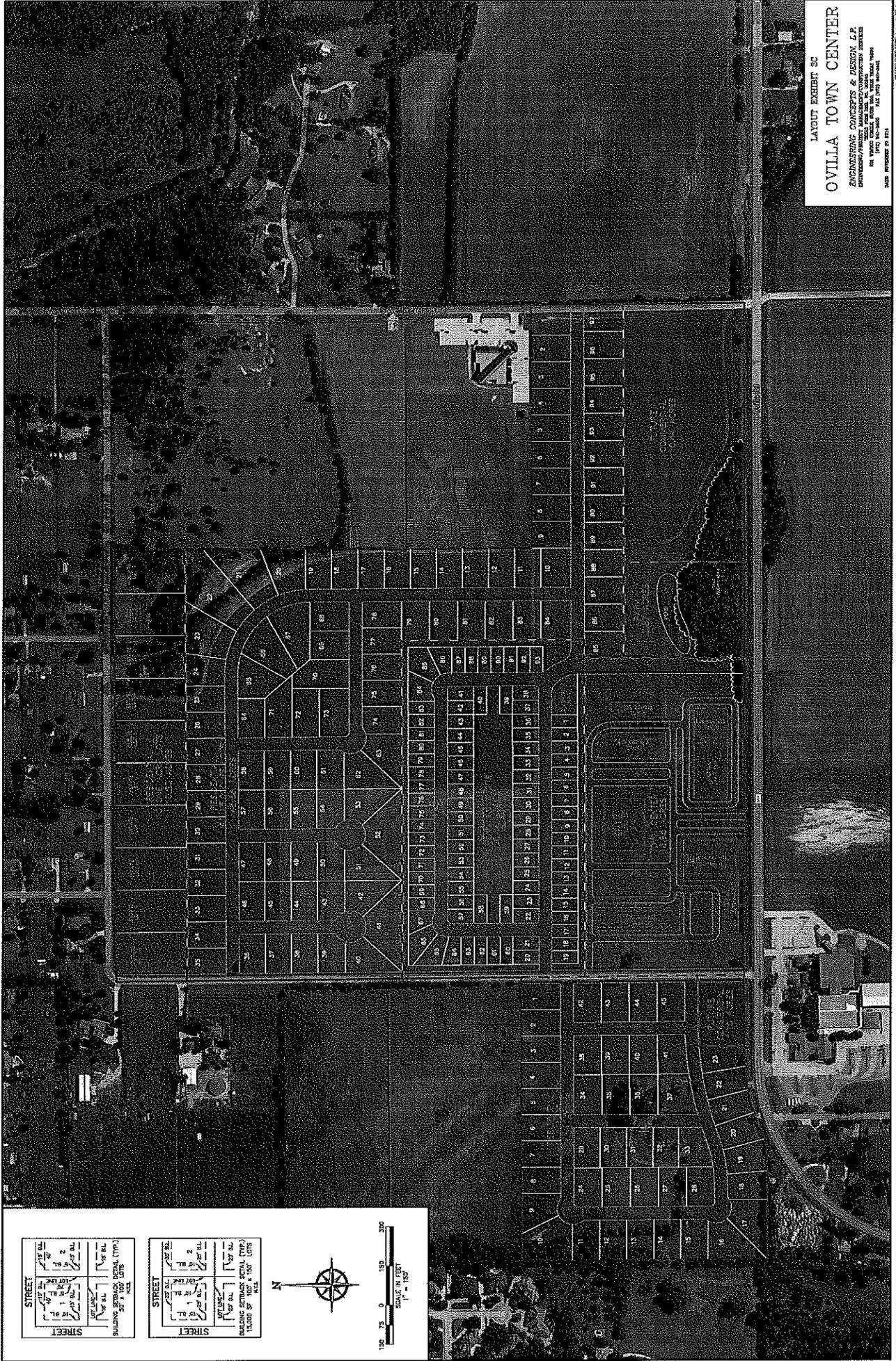
- RC Residential (5 Ac.)
- RE Residential (1 Ac.)
- R22 Residential (22,000 sf)
- R15 Residential (15,000 sf)
- RD Two Family Residential
- MF Multi-Family

- MH HUD-Code Manufactured Home
- CR Restricted Commercial
- CG General Commercial
- I Industrial
- PD Planned Development

Map Key

- City Hall
- Street / Road
- County Line
- City Limit
- ETJ
- Stream / Creek

February 26, 2007



LAYOUT EXHIBIT 8C
OVILLA TOWN CENTER
 ENGINEERING CONCEPTS & DESIGN, L.P.
 ENGINEERING/ARCHITECTURE SERVICES
 1000 WEST 10TH STREET, SUITE 100
 FORT WORTH, TEXAS 76102
 TEL: 817-339-3000 FAX: 817-339-3000
 MADE REFERENCE TO 801

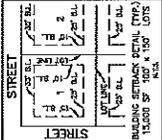
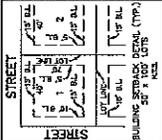


Exhibit "B"

Planned Developed - 1 (PD-1) Conditions

For Purposes of defining the uses permitted in PD-1 of the areas of the zoning districts as shown on Exhibit "A" shall be defined as follows: General Commercial – 28.49 acres, Tract 1, RE Residential (1 Acre) – 10.20 acres, Tract 2, R 15 Residential (15,000 sf lot) – 66.74 acres, Tract 3, Senior Community (5,000 sf lot) – 20.69 acres, Tract 4, Park - 3.87 acres, Tract 5.

Permitted Uses and Regulations:

Tract 1 – All uses and regulations permitted by City of Ovilla's Zoning Ordinance

Tract 2 – All uses and regulations permitted by City of Ovilla's Zoning Ordinance

Tract 3 – R 15 Residential

Lot Area Regulations:

Minimum Lot Size. Minimum lot size shall be 15,000 square feet

- A. Minimum Lot Depth – 150 feet
- B. Minimum Lot Width – 100 feet
- C. Minimum Yards – Front yard - 30 feet, side yard – 7 feet (15 feet for corner lots) , rear yard – 30 feet

All other requirements including dwelling size and construction standards shall comply with the City of Ovilla.

Tract 4 – Senior Community – Homes in this district shall be designed and explicitly restricted for occupants of ages 55 and older. Said age restrictions shall be governed by Planned Development Ordinance and separate Deed Restrictions filed by Developer.

Lot Area Regulations

- A. Minimum Lot Size shall be 5,000 square feet
- B. Minimum Lot Depth – 100 feet
- C. Minimum Lot Width – 50 feet
- D. Minimum Yards – Front yard – 10 feet, side yard – 5 feet (10 feet for corner lots), rear yard – 20 feet

Dwelling Area Regulations

The minimum dwelling area of each main dwelling unit, excluding any attached garage, porch area, or other similar non-living area shall not be less than 1,500 square feet

Garages

All garages in this district shall be two car, front entry garages

All other requirements pertaining to dwelling construction standards shall comply with the City of Ovilla

Private Gated Community

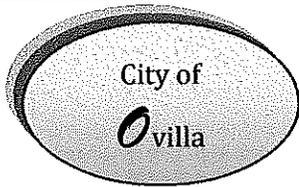
This area shall be gated at the two entrances shown on exhibit. It will be governed by a separate Homeowners Association managed by a separate management company. It will be responsible to maintain all streets and street lights. There shall be a six foot brick wall constructed on the west and south boundaries of the district with landscaped entry ways. The northern and eastern boundaries of the district shall be screened by a uniform stained cedar fence with steel poles. This fence shall be constructed at the time Senior Community is developed, unless preceded by development of Tract 3, in which case it will be a requirement by this Ordinance and Deed Restrictions of Tract 3, that builders be required to construct the same uniform fence as outlined above. There will be a clubhouse and open space park constructed as shown on exhibit and maintained by the Homeowners Association.

Tract 5 – Park

This area shown in exhibit as 3.87 acres is the minimum amount of land that will be dedicated to the City of Ovilla upon the recording of a final plat of any part of Tracts 2, 3, or 4. It is understood that before said dedication of Park, that a pond will be constructed by developer, subject to drainage and hydrology requirements determined by engineer. If the pond is constructed, there will be a fountain and sidewalks constructed in harmony with the size of the pond and elevations surrounding pond. A gazebo will be constructed and picnic tables will be provided. Appropriate and accessible parking for the park will be constructed.

Amendments to the Amending Ordinance and Development Plan:

- A. If the City receives an application to rezone only apportion of the Property, the City shall consider the rezoning request for that portion and shall leave the zoning for the remainder of the Property unchanged.
- B. Any portion of this Amending Ordinance (including, but limited to, any exhibit, or individual section of subsection of the text) may be amended by filing an application for such amendment. The City shall consider only the requested amendment, and shall leave the remainder of the Amending Ordinance unchanged.
 - C. This section does not apply to the City initiated rezoning and does not preclude the City from rezoning the Property.



Ovilla City Council

AGENDA ITEM REPORT

Item 4

Meeting Date: January 12, 2015

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Pam Woodall, City Secretary Amount: N/A

Reviewed By: City Administrator City Secretary City Attorney

Accountant

Other: Staff

Attachments:

1. Ordinance 2015-001

Agenda Item / Topic:

ITEM 4. **DISCUSSION/ACTION** – *Consideration* of and action on Ordinance 2015-001 of the City of Ovilla, Texas, authorizing a General Election to be held on May 9, 2015 for the purpose of electing Mayor and two Council Members, (places 2 & 4) for expired terms by the qualified voters of Ovilla; providing for the method of voting; providing for the appointment of the Early Voting Clerk, presiding Election Judge, Early Voting Ballot Board; providing for the lease of election equipment and providing for publication , in accordance with the Texas Election Code [EC §3.004, 3006, 4.001-008, 85.004, 85--.007] and providing an effective date.

Discussion / Justification:

State Law requires the City Council to authorize the Order of General Election.

May 09, 2015 is uniform Election Day. The proposed ordinance calls the election and outlines procedures consistent with the TX Election Code; designating the polling place for early voting and Election Day, the method of voting, appointment of the early voting clerk, appointment of the Ballot Board and Presiding Election Judge and the lease of election equipment.

Early Voting takes place from April 27, 2015, through May 05, 2015 at the Ovilla Municipal Building.

Law requires that two of those days during early voting by personal appearance have extended hours from 7:00 A.M. to 7:00 P.M., on designated dates. The recommended two days for 12-hour early voting for the May 09, 2015 General Election are Monday, May 04, 2015 and Tuesday, May 05, 2015.

Recommendation / Staff Comments:

Staff recommends approval.

Sample Motion(s):

I move that Council approves Ordinance 2015-001 authorizing the Order of General Election for May 9, 2015 as presented.

ORDINANCE 2015-001

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS, AUTHORIZING A GENERAL ELECTION TO BE HELD ON MAY 09, 2015 FOR THE PURPOSE OF ELECTING MAYOR AND TWO COUNCIL MEMBERS, (PLACES 2 & 4) FOR EXPIRED TERMS BY THE QUALIFIED VOTERS OF OVILLA; PROVIDING FOR THE METHOD OF VOTING; PROVIDING FOR THE APPOINTMENT OF THE EARLY VOTING CLERK, PRESIDING ELECTION JUDGE, EARLY VOTING BALLOT BOARD; PROVIDING FOR THE LEASE OF ELECTION EQUIPMENT AND PROVIDING FOR PUBLICATION, IN ACCORDANCE WITH THE TEXAS ELECTION CODE {EC §3.004, §3.006, §4.001-008, §85.004, §85.007} AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, by this Ordinance, it is the intention of the City Council of Ovilla to call the General Election in accordance with state law, to declare the Texas Election Code is applicable to said election, and this Ordinance establishes procedures consistent with the Code, and designates the Election Day and main early voting polling place for the General Election; and

WHEREAS, May 09, 2015 is a uniform election date; and

WHEREAS, the City Council calls to Order the General Election of May 09, 2015 to elect Mayor, Place Two and Place Four of the City Council as required by the Texas Election Code:

WHEREAS, the Order of Election must be written in English and Spanish as required by the Texas Election Code:

WHEREAS, the City intends to enter into a contract with Ellis County to lease voting equipment.

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

Section One

General Election Called. That a General Election is hereby called by the City Council to elect a Mayor and City Council Places 2 and 4, to serve until May 2017 or until their successors are duly elected and qualified. Such election shall take place on the 9th day of May 2015, between the hours of 7:00 a.m. and 7:00 p.m.

Section Two

Candidates for General Election. Qualified persons may file as candidates for the General Election by filing an application with the City Secretary at City Hall, 105 S. Cockrell Hill Road, Ovilla, TX 75154, between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, beginning January 28, 2015 through February 27, 2015. The City Secretary's office will remain open on February 27, 2015 until 5:00 p.m. as required by the TX Election Code. All applications for candidacy shall be on a form as prescribed by the Texas Election Code.

ORDINANCE 2015-001

Section Three

Method of Voting. The City Secretary is hereby authorized and instructed to provide and furnish all necessary election supplies to conduct the General Election in accordance with this ordinance. Voting at the General Election shall be by paper ballot. The official ballot for the General Election shall be prepared in accordance with the Texas Election Code and the ballots shall include such provisions, markings and language as required by law.

Section Four

Election Day Polling Place. The Election Day polling place for the General Election is designated pursuant to Section 271.002 of the Texas Election Code, and the Council finds that the following location can most adequately and conveniently serve the voters in this election, and that this location will facilitate the orderly conduct of the election:

Ovilla City Hall
105 S. Cockrell Hill Road, Ovilla, Texas 75154
between the hours of 7:00 a.m. and 7:00 p.m.

Section Five

Early Voting. The City Secretary, City of Ovilla, 105 S. Cockrell Hill Road, Ovilla, Texas 75154, is hereby appointed as Early Voting Clerk and she may appoint the necessary deputy clerks as required for early voting. Early voting by personal appearance will be conducted each weekday, which is not a Saturday or Sunday or an official State Holiday, at City Hall, 105 S. Cockrell Hill Road, Texas, to be held between the hours of 8:00 a.m. and 4:30 p.m., beginning on Monday, April 27, 2015 and ending on Tuesday, May 05, 2015.

Extended hours for early voting by personal appearance will be conducted at City Hall at the same location, on Monday, May 4, 2015 and Tuesday, May 5, 2015, between the hours of 7:00 a.m. and 7:00 p.m. as required in the Texas Election Code. Applications for voting by mail shall be delivered to the Early Voting Clerk at 105 S. Cockrell Hill Road, Ovilla, Texas 75154, no later than April 30, 2015 at the close of the business day. Early voting, both by personal appearance and by mail, shall be by the paper ballot method and shall be canvassed by the Early Voting Ballot Board, which is hereby created.

Section Six

Appointment of Presiding Election Judge and Alternate Election Judge and Early Voting Ballot Board. The following named individuals are hereby appointed to serve as Presiding Election Judge and Alternate Presiding Judge, respectively, at the election.

Presiding Election Judge: Charlie Morton
Alternate Presiding Judge: Helen Morton

The Presiding Election Judge and Alternate Presiding Judge shall be qualified voters of the City. The City Secretary shall, in accordance with Section 32.009 of the Texas Election Code, deliver to the Presiding Election Judge and the Alternate Presiding Judge notice of their appointments

ORDINANCE 2015-001

not later than twenty (20) days from the effective date of this Ordinance. The Presiding Election Judge and the Alternate Presiding Judge appointed herein shall serve as the presiding officer and the alternate presiding officer, respectively, of the Early Voting Ballot Board. The other election officers serving at the election shall serve as the other members of the Early Voting Ballot Board for the election.

Section Seven

Appointment of Clerks. The Presiding Election Judge for the polling place shall appoint Election Clerks and as many additional Clerks as are necessary for the proper conduct of the election. Provided, however, four (4) clerks shall be the maximum number of Clerks which may be appointed to serve at the polling place.

Section Eight

Governing Law and Qualified Voters. The General Election shall be held in accordance with the Constitution of the State of Texas and the Texas Election Code, and all resident qualified voters of the City shall be eligible to vote at the election.

Section Nine

Publication and Posting of Notice of Election. Notice of the election shall be given by posting a substantial copy of this Ordinance ordering an election in English and Spanish translations at City Hall on the official bulletin board used for posting notices of the meeting of the City Council. A copy of this Ordinance's caption shall also be published in English and in Spanish in the City's official newspaper of general circulation published in the City.

Section Ten

Delivery of Returns. In accordance with the Code, immediately after the closing of the polls on the day of the election, the election officers named in this ordinance shall make and deliver the returns of the election in triplicate as follows: one copy shall be retained by the Presiding Election Judge; one copy shall be delivered to the Mayor of the City; and one copy of the returns, together with the ballot boxes and all election supplies, shall be delivered to the City

Secretary. All election records and supplies shall be preserved by the City Secretary in accordance with the Code.

Section Eleven

Lease of Election Equipment Authorized. The City Secretary or his/her designee is hereby authorized and directed to enter into an election services agreement for said elections with Ellis County, and to execute such agreement. The agreement will provide for the voting equipment to be used for the General Election during early voting and on Election Day, as well as the compensation for lease of the voting equipment.

ORDINANCE 2015-001

Section Twelve

Severability Clause. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section Thirteen

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

The **Order of Election** shall be posted to read as shown on Exhibit "A" attached:
(Headings only)

**ORDER OF ELECTION FOR THE CITY OF OVILLA
ORDEN DE ELECCION PARA OVILLA**

PASSED, ADOPTED AND APPROVED on this the 12th day of January 2015.

Richard Dormier, Mayor

Attest:

Pam Woodall, City Secretary

APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney

Attachments Exhibit A: Order of Election / Orden De Eleccion

ORDER OF ELECTION FOR THE CITY OF OVILLA



An election is hereby ordered to be held on MAY 9, 2015 for the purpose of:

**Mayor
City Council, Place 2
City Council, Place 4**

**Early voting by personal appearance will be conducted each weekday at
105 S. Cockrell Hill Road, Ovilla, TX 75154**

*Between the hours of 8:00 a.m. and 4:30 p.m. beginning on Monday, April 27, 2015
And ending on Tuesday, May 05, 2015.*

Additional early voting hours will be held as follows:

**Monday, May 04, 2015 and Tuesday, May 05, 2015
7:00 AM until 7:00 PM at the same location.**

Applications for ballot by mail shall be mailed to:

**Pamela Woodall, City Secretary
105 South Cockrell Hill Road
Ovilla, Texas 75154**

Applications for ballots by mail must be received no later than the close of business on
Thursday, April 30, 2015. (Received, not Postmarked)

Issued this the 12th day of January, 2015.

Signature of Mayor Dormier

Signature of Mayor Pro-Tem PL 3 Griffin

Signature of Councilperson PL 1 Huber

Signature of Councilperson PL 2 Stevenson

Signature of Councilperson PL 4 Hunt

Signature of Councilperson PL 5 Oberg

*Instruction Note: A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar not later than 60 days before Election Day. AW1-2 --Prescribed by Secretary of State
Sections 3.004, 3.006, 4.008, 85.004, 85.007 Texas Election Code*

ORD.2015.001.Attachment A

ORDEN DE ELECCION PARA OVILLA



Por la presente se ordena que se llevará a cabo una elección el **9 mayo 2015** con el propósito de:

Firma del Alcalde
Firma del la Persona del Concilio 4
Firma del la Persona del Concilio 5

La votación adelantada en persona se llevará a cabo de lunes a viernes en

105 S. Cockrell Hill Road, Ovilla, TX

sitio

Entre las **8:00 a.m.** de la mañana y las **4:30 p.m.** de la tarde empezando el **lunes, 27 abril, 2015** y terminado el **martes, 05 mayo, 2015.**

04 de mayo 2015 y 05 de mayo 2015 las horas de 7:00 AM a 7:00 PM.

Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:

Pamela Woodall, City Secretary

Nombre del Secretaria de Votacion Adelantada

105 South Cockrell Hill Road

Direccion

Ovilla, Texas 75154

Cuidad Zona Postal

Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas de negocio el **jueves, 30 de abril 2015.**

Emitida este dia 12 de enero, 2015.

Firma del Alcalde Dormier

Firma de la Persona del Concilio Griffin

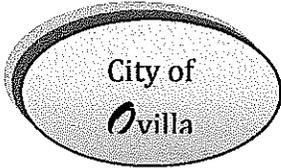
Firma de la Persona del Concilio Huber

Firma de la Persona del Concilio Stevenson

Firma de la Persona del Concilio Hunt

Firma de la Persona del Concilio Oberg

Nota de instrucción: Se deberá entregar una copia de esta orden de elección al/a la Secretario(a) del Condado/Administrador(a) de Elecciones y el/la Registrador(a) de Votantes a más tardar 60 días antes del día de elección.



Ovilla City Council

AGENDA ITEM REPORT

Item 5

Meeting Date: January 12, 2015

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Pam Woodall, City Secretary Amount: N/A

Reviewed By: City Administrator City Secretary City Attorney

Accountant

Other: Staff

Attachments:	
1.	Ordinance 2015-002
Agenda Item / Topic:	
ITEM 5.	DISCUSSION/ACTION – Consideration of and action on Ordinance 2015-002 of the City of Ovilla, Texas, calling for a Special Election to be held on May 9, 2015 to determine whether the voters desire the continuation to impose a sales and use tax at the rate of one quarter of one percent (1/4%) to provide revenue for the maintenance and repair of existing municipal streets; establishing procedures for the election; providing a severability clause: and providing an effective date.
Discussion / Justification:	
<p>On November 06, 2007, Ovilla citizens voted to approve a Local Sales and Use Tax at the rate of one-fourth of one percent for the maintenance and repair of municipal streets, canvassed by Resolution 08-005. In compliance with Section 327 of the Tax Code, an election is required every four years to allow voters to reauthorize the sales tax. An election must be held on a uniform election date and called by ordinance.</p> <p>On May 14, 2011, Ovilla residents voted in a Special Election to reauthorize the Local Sales and Use Tax at one quarter of one percent (1/4%) to provide revenue for the maintenance and repair of existing municipal streets. Ovilla’s adoption of the Local Sales and Use Tax for Street Maintenance and Repair expires May 2015.</p>	
Recommendation / Staff Comments:	
Staff recommends the adoption of the Local Sales and Use Tax at the rate of one-fourth of one percent for the maintenance and repair of municipal streets. Sales tax generates approximately \$42,000 each year for the repair and maintenance of city streets.	
Sample Motion(s):	
<i>I move that Council approve Ordinance 2015-002 of the City of Ovilla, Texas, calling for a Special Election to be held on May 9, 2015 to determine whether the voters desire the continuation to impose a Local Sales and Use Tax at the rate of one quarter of one percent (1/4%) to provide revenue for the maintenance and repair for existing municipal streets; establishing procedure for the election, providing a severability clause and providing an effective date as presented.</i>	

ORDINANCE 2015-002

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OVILLA, TEXAS CALLING FOR A SPECIAL ELECTION TO BE HELD ON MAY 9, 2015 TO DETERMINE WHETHER THE VOTERS DESIRE THE CONTINUATION TO IMPOSE A SALES AND USE TAX AT THE RATE OF ONE QUARTER OF ONE PERCENT (1/4%) TO PROVIDE REVENUE FOR THE MAINTENANCE AND REPAIR OF EXISTING MUNICIPAL STREETS; ESTABLISHING PROCEDURES FOR THE ELECTION; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Chapter 327 of the Texas Tax Code authorizes the voters of a municipality to approve the adoption of a sales and use tax at the rate of one fourth of one percent to provide revenue for the maintenance and repair of existing municipal streets; and

WHEREAS, The City of Ovilla held a special election on November 06, 2007 and the citizens voted to approve and impose a sales and use tax at the rate of one quarter of one percent to provide revenue for the maintenance and repair of existing municipal streets, canvassed by Resolution 08-005; and

WHEREAS, Chapter 327 of the Texas Tax Code states the street maintenance sales tax expires four years after it takes effect unless voters vote to continue it in an election held for that purpose; and

WHEREAS, state law requires that the election be held on a uniform election date; and

WHEREAS, May 09, 2015 is a uniform election date.

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

SECTION 1. Election Order. A special election shall be held on May 09, 2015 to for the reauthorization of the local sales and use tax in the City of Ovilla at the rate of one quarter of one percent to continue providing revenue for maintenance and repair of municipal streets.

SECTION 2. Ballot. The official ballot for the election shall be prepared in accordance with the Texas Election Code to permit the electors to vote for or against the proposition with the ballots to contain such provisions, markings and language as required by law and with such proposition to be expressed substantially as follows:

PROPOSITION

<input type="checkbox"/>	FOR	THE REAUTHORIZATION OF THE LOCAL SALES AND USE TAX IN THE CITY OF OVILLA AT THE RATE OF ONE FOURTH OF ONE PERCENT TO CONTINUE PROVIDING REVENUE FOR MAINTENANCE AND REPAIR OF MUNICIPAL STREETS.
<input type="checkbox"/>	AGAINST	

ORDINANCE 2015-002

SECTION 3. Polling Places. Voting shall be conducted on Election Day between the hours of 7:00 a.m. and 7:00 p.m. at Ovilla City Hall, 105 S. Cockrell Hill Road, Ovilla, Texas 75154.

SECTION 4. Appointment of Election Judge and Alternate Election Judge. The following named individuals are hereby appointed to serve as Presiding Election Judge and Alternate Presiding Judge, respectively, at the election.

Presiding Election Judge: Charlie Morton
Alternate Presiding Judge: Helen Morton

The Presiding Election Judge and Alternate Presiding Judge shall be qualified voters of the City. The City Secretary shall, in accordance with Section 32.009 of the Code, deliver to the Presiding Election Judge and the Alternate Presiding Judge notice of their appointments no later than twenty (20) days from the effective date of this Ordinance.

SECTION 5. Appointment of Clerks. The Presiding Election Judge for the polling place shall appoint Election Clerks and as many additional Clerks as are necessary for the proper conduct of the election. Provided, however, four (4) clerks shall be the maximum number of Clerks which may be appointed to serve at the polling places.

SECTION 6. Method of Voting. The City Secretary is hereby authorized and instructed to provide and furnish all necessary election supplies to conduct the Special Election, in accordance with this ordinance. Voting at the election shall be by paper ballot and shall be conducted in accordance with the Code.

SECTION 7. Governing Law and Qualified Voters. The election shall be held in accordance with the Constitution of the State of Texas and the Code, and all resident qualified voters of the City shall be eligible to vote at the election.

SECTION 8. Publication and Posting of Notice of Election. Notice of the election shall be given as required by Chapter 4 of the Code.

SECTION 9. Early Voting. The City Secretary, City of Ovilla, 105 S. Cockrell Hill Road, Ovilla, Texas 75154, is hereby appointed as Early Voting Clerk and she may appoint the necessary deputy clerks as required for early voting. Early voting by personal appearance shall be conducted between the hours of 8:00 a.m. and 4:30 p.m. on each day, which is not a Saturday or Sunday, or an official State Holiday, beginning on April 27 2015 and continuing through May 05, 2015.

Additionally, early voting will be conducted on May 04, 2015 and May 05, 2015 between the hours of 7:00 a.m. and 7:00 p.m. The location of early voting shall be at the Ovilla Municipal Building located at 105 S. Cockrell Hill Road, Ovilla, Texas 75154. Applications for early voting by mail shall be delivered to the Early Voting Clerk at 105 S. Cockrell Hill Road, Ovilla, Texas 75154 no later than April 30, 2015 at the close of the business day.

Early voting, both by personal appearance and by mail, shall be by the paper ballot method and shall be canvassed by the Early Voting Ballot Board, which is hereby created.

The Presiding Election Judge and the Alternate Presiding Judge appointed herein shall serve as the presiding officer and the alternate presiding officer, respectively, of the Early Voting Ballot Board. The other election officers serving at the election shall serve as the other members of the Early Voting Ballot Board for the election.

ORDINANCE 2015-002

SECTION 10. Delivery of Returns. In accordance with the Code, immediately after the closing of the polls on the day of the election, the election officers named in this ordinance shall make and deliver the returns of the election in triplicate as follows: one copy shall be retained by the Presiding Election Judge; one copy shall be delivered to the Mayor of the City; and one copy of the returns, together with the ballot boxes and all election supplies, shall be delivered to the City Secretary. All election records and supplies shall be preserved by the City Secretary in accordance with the Code.

SECTION 11. Severability Clause. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 12. Effective Date. This ordinance shall be in full force and effect after its passage, and it is so ordained.

The *Order of the Special Election* shall be posted to read as shown on Exhibit "A" attached:

**ORDER OF SPECIAL ELECTION FOR THE CITY OF OVILLA
ORDEN DE ELECCION ESPECIAL PARA OVILLA**

PASSED AND APPROVED this 12 day of January 2015.

MAYOR Richard Dormier

ATTEST:

CITY SECRETARY, Pamela Woodall



ORDER OF SPECIAL ELECTION FOR THE CITY OF OVILLA

A Special Election is hereby ordered to be held on **May 09, 2015** for the purpose of:
PROPOSITION ONE

THE REAUTHORIZATION OF THE LOCAL SALES AND USE TAX IN THE CITY OF OVILLA AT THE RATE OF ONE FOURTH OF ONE PERCENT TO CONTINUE PROVIDING REVENUE FOR MAINTENANCE AND REPAIR OF MUNICIPAL STREETS.

Early voting by personal appearance will be conducted each weekday at

105 S. Cockrell Hill Road, Ovilla, TX 75154 (City Hall)

Between the hours of **8:00 a.m.** and **4:30 p.m.** beginning on Monday, **April 27, 2015**

And ending on **Tuesday, May 05, 2015.**

Additional early voting hours will be held as follows:

Monday, May 04, 2015 and Tuesday, May 05, 2015
7:00 AM until 7:00 PM at the same location.

Applications for ballot by mail shall be mailed to:

Pamela Woodall, City Secretary
105 South Cockrell Hill Road
Ovilla, Texas 75154

Applications for ballots by mail must be received no later than the close of business on
Thursday, April 30, 2015. (Received, not Postmarked)

Issued this the **12th** day of **January, 2015.**

Signature of Mayor Dormier

Signature of Mayor Pro-Tem Griffin

Signature of Councilperson Huber

Signature of Councilperson Stevenson

Signature of Councilperson Hunt

Signature of Councilperson Oberg

Instruction Note: A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar not later than 60 days before Election Day. AWI-2 --Prescribed by Secretary of State Sections 3.004, 3.006, 4.008, 85.004, 85.007 Texas Election Code

ORD.2015.002



ORDEN DE ELECCION ESPECIAL PARA LA CIUDAD DE OVILLA

Por la presente se ordena se llevara a cabo una Eleccion Especial el **09 mayo 2015** con el proposito de:

Proposito Uno

REAUTHORIZATION DEL IMPUESTO LOCAL de VENTAS Y USO EN LA CIUDAD DE OVILLA A RAZON DE la CUARTA PARTE DE UN POR CIENTO para CONTINUAR Y PROPORCIONAR RENTA PARA el MANTENIMIENTO Y la REPARACION DE CALLES MUNICIPALES.

La votacion adelantada en persona se llevara a cabo de lunes a viernes en

105 S. Cockrell Hill Road, Ovilla, TX 75154 (City Hall)
sitio

Entre las **8:00 a.m.** de la mañana y las **4:30 p.m.** de la tarde empezando el **lunes, 27 de abril, 2015** y terminado el **martes, 05 de mayo, 2015.**

04 de mayo 2015 y 05 de mayo 2015 las horas de 7:00 AM a 7:00 PM.

Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:

Pamela Woodall, City Secretary
Nombre del Secretaria de Votacion Adelantada

105 South Cockrell Hill Road
Direccion

Ovilla, Texas 75154
Cuidad Zona Postal

Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas de negocio el **jueves, 30 de abril 2015.**

Emitida este dia 12 de enero, 2015.

Firma del Alcalde Dormier

Firma de la Persona del Concilio Griffin

Firma de la Persona del Concilio Huber

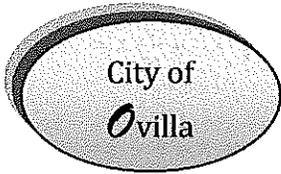
Firma de la Persona del Concilio Stevenson

Firma de la Persona del Concilio Hunt

Firma de la Persona del Concilio Oberg

Nota de instrucción: Se deberá entregar una copia de esta orden de elección al/a la Secretario(a) del Condado/Administrador(a) de Elecciones y el/la Registrador(a) de Votantes a más tardar 60 días antes del día de elección. Sections 3.004, 3.006, 4.008, 85.004, 85.007 Texas Election Code

ORD.2015.002



Ovilla City Council

AGENDA ITEM REPORT

Item 6

Meeting Date: January 12, 2015

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Cyndy Powell, CA

Amount: N/A

Reviewed By: City Administrator

City Secretary

City Attorney

Accountant

Other: Staff

Attachments:

1. Ordinance 2015-003
2. *Five Year Water & Wastewater Impact Fee Review, Amended Report, December 2014*

Agenda Item / Topic:

ITEM 6. **DISCUSSION/ACTION** – *Consideration* of and action on Ordinance 2015-003 of the City of Ovilla, Texas, amending Chapter 13, Article 13.04 of the Code of Ordinances of the City of Ovilla, Texas, by updating Land Use Assumptions and Capital Improvement Plans; providing for the assessment and collection of Impact Fees; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.

Discussion / Justification:

Following the December 08, 2014 Council adoption of Resolution R2014-040 approving an amendment to the current water and wastewater impact fees, the City's engineering firm, Birkhoff, Hendricks, and Carter amended the *Five Year Water & Wastewater Impact Fee Review*. This item is provided for Council's consideration of Ordinance 2015-003 amending Chapter 13, Article 13.04 amending the City's Code of Ordinances.

Recommendation / Staff Comments:

Staff recommends passage of Ordinance 2015-003 amending Chapter 13, Article 13.04 updating Land Use Assumptions and Capital Improvement Plans; and providing for the assessment and collection of Impact Fees.

Sample Motion(s):

I move that Council, approve/deny Ordinance 2015-003 of the City of Ovilla, Texas, amending Chapter 13, Article 13.04 of the Code of Ordinances of the City of Ovilla, Texas, by updating Land Use Assumptions and Capital Improvement Plans; providing for the assessment and collection of Impact Fees; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.

ORDINANCE NO. 2015-003

AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING CHAPTER 13 ARTICLE 13.04 OF THE CODE OF ORDINANCES OF THE CITY OF OVILLA, TEXAS, BY UPDATING LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENT PLANS; PROVIDING FOR THE ASSESSMENT AND COLLECTION OF IMPACT FEES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERANCE CLAUSE; PROVIDING FOR INCORPORATION INTO THE OVILLA CODE OF ORDINANCES; PROVIDING FOR IMMEDIATE EFFECT; AND PROVIDING FOR PUBLICATION.

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

WHEREAS, the City of Ovilla currently provides public water and wastewater facilities that serve land within the City limits; and

WHEREAS, the City is committed to providing public water and wastewater facilities and minimum levels of service by utilizing funds allocated in the capital budget and capital improvements programming processes and relying upon the funding sources indicated therein; and

WHEREAS, the City Council has determined that new residential and nonresidential development causes and imposes increased and excessive demands upon City facilities and services, including wastewater collection and treatment facilities and water supply, pumps and storage facilities, that would not otherwise occur; and

WHEREAS, planning and zoning projections indicate that such development will continue and will place increasing demands on the City to provide necessary public facilities; and

WHEREAS, to the extent that such new development places demands upon the public facility infrastructure, the City Council has determined that those demands should be satisfied by shifting the responsibility for financing the provision of such facilities from the public at large to the developments actually creating the demands for facilities; and

WHEREAS, in accordance with state law, the City Council has previously adopted impact fees to finance new development demands for water and wastewater facilities; and

WHEREAS, the amount of the impact fees to be imposed is determined by the projections set forth in Land Use Assumptions and the cost of the additional public facilities needed to support such development, which public facilities are identified in Capital Improvement Plans; and

WHEREAS, in accordance with the notice, adoption, and promulgation methodology required by Chapter 395 of the Texas Local Government Code, the Capital Improvements Advisory Committee and the City Council have reviewed the Land Use Assumptions and Capital Improvement Plans previously adopted and have determined that these documents should be updated; and

ORDINANCE NO. 2015-003

WHEREAS, the City Council has determined that there is a need to increase and amend the impact fees that have been previously adopted; and

WHEREAS, the City Council now desires to update and amend the previously adopted Land Use Assumptions, Capital Improvement Plans, and Impact Fees in accordance with state law.

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

**SECTION 1.
AMENDMENT OF LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENTS
PLAN**

Division 2, entitled "Five-Year Water and Wastewater Impact Fee Review," of Article 13.04, entitled "Water and Sewer Impact Fees," of Chapter 13, which is entitled "Utilities" of the City Code, is hereby amended to read as follows:

**Division 2. Five-Year Water and Wastewater Impact Fee
Review**

Sec.13.04.031 General Provisions

(a) The engineering analysis portion of the five-year water and wastewater impact fee review determines utilized capacity cost of major water distribution facilities, wastewater collection system facilities, water distribution lines and wastewater collection lines between the year 2011 and the year 2021. Facilities include pump stations, storage tanks and TRA treatment plant. The study period is a ten-year period with 2011 as the base year. The engineering analysis of the water and wastewater systems is based on established land use in the year 2011, projected land use patterns through the year 2021 and on the existing and proposed infrastructure.

(b) The City's water distribution master plan was updated in January 1998 and wastewater collection system master plan was created in 2004. These master plans include the City's current land use plan. Projections today include a build-out population of approximately 9,700 people. The equivalency factors conform to the latest American Water Works Association Standards (C700 - C703).

Sec.13.04.032 Cost of Facilities

(a) Actual construction cost of the various elements of the water distribution and wastewater collection system was utilized where the information was known. The existing cost of facilities was determined from contractors' final pay requests and from bid tabulation forms.

(b) Cost for most of the water distribution lines and the sewer collection trunks have not been located. Debt service has been added to all projects where cost is known. For projects which have no cost data, equivalent 2011 dollars have been attached to those projects and no debt service included in the total cost. A copy of the cost data is located in appendix A of the Engineering Evaluation Report of the Five Year Water & Wastewater Impact Review submitted to the City by Birkhoff, Hendricks & Carter, L.L.P., dated June 2001 ("Five-Year Report").

ORDINANCE NO. 2015-003

Sec. 13.04.033 Utilized capacity

(a) Utilized capacity for the water distribution and wastewater collection systems was calculated based on population growth projections provided by the City. Projected household starts by year were provided from 2011 through 2020, as shown in Table No. 1. Utilized capacity of improvements in the period is used to calculate the dollar value associated with growth for that period.

TABLE NO.1
Summary of Population Projection

End of Year	Projection (%)	Number of Starts	Household Units	Population*
2011	.75	9	1,259	3,865
2012	1.0	13	1,272	3,905
2013	1.0	13	1,285	3,945
2014	1.15	19	1,304	4,003
2015	1.5	20	1,324	4,065
2016	2.0	26	1,350	4,145
2017	2.5	34	1,384	4,249
2018	3.0	41	1,425	4,375
2019	3.0	42	1,467	4,504
2020	3.0	43	1,510	4,636
2021	3.0	45	1,555	4,774

* Population density 3.07 people per household unit.

(b) *Water distribution system.*

- (1) Computer models for the years 2011 and 2021 were prepared based on the City's water distribution master plan.
- (2) All computer models were run for the Maximum Hourly Demand and the Minimum Hourly Demand in a three-day extended period simulation to insure proper sizing of the facilities to meet peak demands.
- (3) The existing system includes the following facilities:
 - (A) One Pump Station - 4 pumps - 3.10 MGD Capacity;

ORDINANCE NO. 2015-003

- (B) One Ground Storage Reservoir - 0.75 MG Capacity;
 - (C) One Elevated Tank- 0.50 MG Capacity.
- (4) The pump station and ground storage facility were analyzed on the maximum daily demand, while elevated storage was analyzed utilizing the difference between the Maximum Hourly Demand and the Maximum Daily Demand. This analysis is consistent with the sizing of these facilities in the Master Plan.
- (5) Utilized capacity cost for each water system facility is summarized in Table No. 2. Appendix B of the Five Year Report includes the data for all components of the system that were determined to have utilized capacity during the study period.

TABLE NO.2
Summary of Eligible Capital Cost and Utilized Capacity Cost

Water System	Total 20-Year Project Cost (\$)	Utilized Capacity (\$) in the CRF Period
Existing Water Facilities(Pump Station, Reservoir, and Elevated Tank)	\$ 2,462,057	\$ 248,200
Existing DWU Supply Line and Meter Station	\$ 6,474,339	\$ 512,255
Existing Water Lines	\$ 4,124,519	\$ 826,648
(AMENDED DECEMBER 2014) Existing Water System Subtotal:	\$ 13,060,915	\$ 1,587,103
Proposed Water Facilities	\$ -	\$ -
Proposed Distribution Lines	\$ 403,363	\$ 279,239
Proposed Water System Subtotal:	\$ 403,363	\$ 279,239
(AMENDED DECEMBER 2014) Total:	\$ 13,464,278	\$ 1,866,342

- (6) *10-year capital improvement program for water projects.* The additions to the water distribution system that are included in the 10-year Capital Improvement Plan are as follows in Table No. 3 and as shown in Figure No. 1.

TABLE NO.3
Proposed Distribution Lines

Pipe Number	Location	Pipe Size	Year to be Canst.
P-37	Water Street	14"	2016
P-38	Water Street	14"	2016
P-122	Water Street	14"	2016

FIGURE NO. 1 [See Attached]

ORDINANCE NO. 2015-003

(c) *Wastewater Collection System*

- (1) The wastewater collection system analysis, a more static system than the dynamic water distribution model, covered all of the drainage basins within the study area. Capacity spreadsheets for the years 2011 and 2021 were prepared based on the City's Wastewater Collection System Master Plan.
- (2) Utilized capacity between the years 2011 and 2021 was based on land absorption from the population projections categorized by traffic survey zones.
- (3) The facilities in the impact fee analysis include the TRA Red Oak Creek Wastewater Treatment Plant (WWTP) and the City's collection trunk lines equal to or greater than 10 inches in diameter. The total cost of the wastewater treatment plant and trunk collection lines are included in the Impact Fee Study.
- (4) Utilized capacity cost for the wastewater collection system is summarized in **Table No. 4**. Appendix "C" includes the data for all components of the collection system that were determined to have utilized capacity during the study period.

TABLE NO.4
Summary of Eligible Capital Cost and Utilized Capacity
Cost

Wastewater System	20-Year Project Cost	Utilized Capacity (\$) in the CRP Period
Existing Wastewater Collection Lines (City)	\$25,065.00	\$18,798.00
Existing Red Oak Creek WWTP (TRA)	\$198,000.00	\$97,020.00
Existing Red Oak Creek Trunk Lines (TRA)	\$77,938.00	\$9,798.00
Existing Wastewater System Subtotal:	\$301,003.00	\$125,616.00
Proposed Wastewater Collection Lines (City)	\$772,108.00	\$420,159.00
Proposed Red Oak Creek Wastewater Treatment Plant Expansion (TRA)	\$294,123.00	\$176,473.00
Proposed Red Oak Creek Trunk Lines (TRA)	\$149,924.00	\$89,954.00
Proposed Wastewater System Subtotal:	\$1,216,155.00	\$686,586.00
Total:	\$1,517,158.00	\$812,202.00

- (5) *10-year capital improvement program*. The additions to the wastewater collection system that are included in the 10-year Capital Improvements Program are as follows in Tables No. 5 and 6 and as shown in Figure No. 2.

TABLE NO.5
Proposed TRA Facilities
Improvements

Approximate Date to be Placed in Service	Facility	Capacity of Improvement (MGD)	Total Capacity After Improvement (MGD)
2015	TRA Treatment Plant Improvements and Trunk Line Expansions	4.0	10.0

ORDINANCE NO. 2015-003

TABLE NO.6
Proposed City Collection
Lines

Pipe Number	Location	Pipe Size (In.)
M-1	Ovilla Road	10
O-1	South Red Oak Creek	10
O-2	South Red Oak Creek	12
P-1	Cockrell Hill Road	10
P-2	Cockrell Hill Road	12

FIGURE NO.2 [See Attached]

Sec. 13.04.034. Living Unit Equivalency Calculation

(a) The approach taken to determine the growth in living units to take place during the capital recovery fee period was to relate the number of Equivalent Living Units of 1,413 in 2011 (Table No. 7) to the TCEQ minimum required peak hourly demand of 3.63 mgd. Therefore, the system has a maximum hourly demand of 2,569 gallons per day per living unit.

(b) Based on the water distribution analysis, the maximum hourly demand in the year 2021 is estimated to be 4.36 mgd. The year 2021 service units calculate to be 1,694 living units. Therefore, the number of living units in the capital recovery period calculates to be 282 (1,694 - 1,413).

(c) Living unit equivalency has been tied to meter size. The meter ratio to a 3/4" meter is based on the continuous daily maximum rate in million gallons per day (Table No. 8). These rates are from the American Water Works Association standards for water meters. These standards are updated on a regular basis. The current standards used for establishing the ratio to the 3/4" meter is 1995 for C700 and 1996 for C703.

TABLE NO.7
Water Living Unit
Equivalents

Meter Size	2011 Number of Water Meters	2011 Living Unit Equivalent Ratio for 3/4" Used	2011 Total Number of Living Units	2011-2012 Growth Multiplier	2021 Number of Water Meters	2021 Living Unit Equivalent Ratio for 3/4" Used	2021 Total Number of Living Units	New Living Units During Impact Fee Period
3/4"	911	1.0	911	1.20	1,093	1.0	1,093	182
1	301	1.7	502	1.20	361	1.7	602	100
Totals	1,212		1,413		1,454		1,694	282

ORDINANCE NO. 2015-003

(a) Number of meters within city limits.

(b) Derived from AWWA C700- C703 standards for continuous rated flow performance of meters scaled to 3/4" meter.

TABLE NO.8
Living Unit Equivalencies for Various Types and Sizes of Water Meters

Meter Type	Meter Size	Continuous Duty Maximum Rate (mgd)	Ratio to 3/4" Meter
Simple	3/4"	15	1.0
Simple	1"	25	1.7
Simple	1 1/2"	50	3.3
Simple	2"	80	5.3
Compound	2"	80	5.3
Turbine	2"	100	6.7
Compound	3"	160	10.7
Turbine	3"	240	16.0
Compound	4"	250	16.7
Turbine	4"	420	28.0
Compound	6"	500	33.3
Turbine	6"	920	61.3
Compound	8"	800	53.3
Turbine	8"	1,600	106.7
Compound	10"	2,300	153.3
Turbine	10"	2,500	166.7
Turbine	12"	3,300	220.0

(c) Source: AWWA Standard C700 (1995) - C703 (2004).

Sec. 13.04.035 Calculation of maximum impact fees

(a) Impact fees for the water and wastewater systems are calculated separately by dividing the cost of the capital improvements or expansions necessitated and attributable to new development in the service area within the period by the number of living units anticipated to be added to Ovilla within the period. The maximum impact fee for each meter size is calculated in Table No. 9.

ORDINANCE NO. 2015-003

(b) The water system impact fee is calculated as follows:

$$\begin{array}{r}
 \text{Eligible Existing Facility Costs + Eligible Proposed Facility Cost} \\
 \hline
 \text{Maximum Water Impact Fee} = \\
 \text{Number of New Living Unit Equivalency for Next 10 Years} \\
 \\
 \frac{\$1,587,103 + \$279,239}{282} \quad \text{or} \quad \frac{\$1,866,334}{282}
 \end{array}$$

Maximum Water Impact Fee = **\$6,622.88**

Allowable maximum water impact fee = \$6,622.88 x 50% = **\$3,311**

(c) The wastewater system impact fee is calculated as follows:

$$\begin{array}{r}
 \text{Eligible Existing Facility Costs+ Eligible Proposed Facility Cost} \\
 \hline
 \text{Maximum Wastewater Impact Fee} = \\
 \text{Number of New Living Unit Equivalency for Next 10 Years} \\
 \\
 \frac{\$125,616 + \$686,586}{282} \quad \text{or} \quad \frac{\$812,202}{282}
 \end{array}$$

Maximum Wastewater Impact Fee = **\$2,882.17**

Allowable maximum wastewater impact fee = \$2,882.17 x 50% = **\$1,441**

ORDINANCE NO. 2015-003

TABLE NO.9
Maximum Impact Fees for Meter Size

Meter Size	Maximum Impact Fee				
	Ratio to 3/4" Meter	Water Domestic or Irrigation Meter	Sewer Domestic Meter*	Total Water and Sewer Domestic Meter	Total Water, Sewer, & Irrigation Meter
3/4"	1.0	\$3,311	\$1,441	\$4,752	\$8,063
1"	1.7	\$5,629	\$2,450	\$8,078	\$13,707
1 1/2"	3.3	\$10,926	\$4,755	\$15,682	\$26,608
2" Compound	5.3	\$17,548	\$7,637	\$25,186	\$42,734
2" Turbine	6.7	\$22,184	\$9,655	\$31,838	\$54,022
3" Compound	10.7	\$35,428	\$15,419	\$50,846	\$86,274
3" Turbine	16.0	\$52,976	\$23,056	\$76,032	\$129,008
4"	28.0	\$92,708	\$40,348	\$133,056	\$225,764
6"	61.3	\$202,964	\$88,333	\$291,298	\$494,262
8"	106.7	\$353,284	\$153,755	\$507,038	\$860,322
10"	166.7	\$551,944	\$240,215	\$792,158	\$1,344,102
12"	220.0	\$728,420	\$317,020	\$1,045,440	\$1,773,860

* Sewer based on domestic water meter size.

Sec.13.04.036 Impact fees amount adopted

The amount of water and wastewater impact fees adopted by the city council are set forth in Section A7.009 of Appendix A to the Ovilla Code of Ordinances.

**SECTION 2.
SAVINGS CLAUSE**

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

**SECTION 3.
SEVERABILITY
CLAUSE**

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

ORDINANCE NO. 2015-003

**SECTION 4.
INCORPORATION INTO THE CODE OF ORDINANCES**

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

**SECTION 5.
EFFECTIVE DATE**

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

**SECTION 6.
PUBLICATION**

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

PASSED, ADOPTED AND APPROVED by the City Council of Ovilla, Texas on this the
12th day of January, 2015.

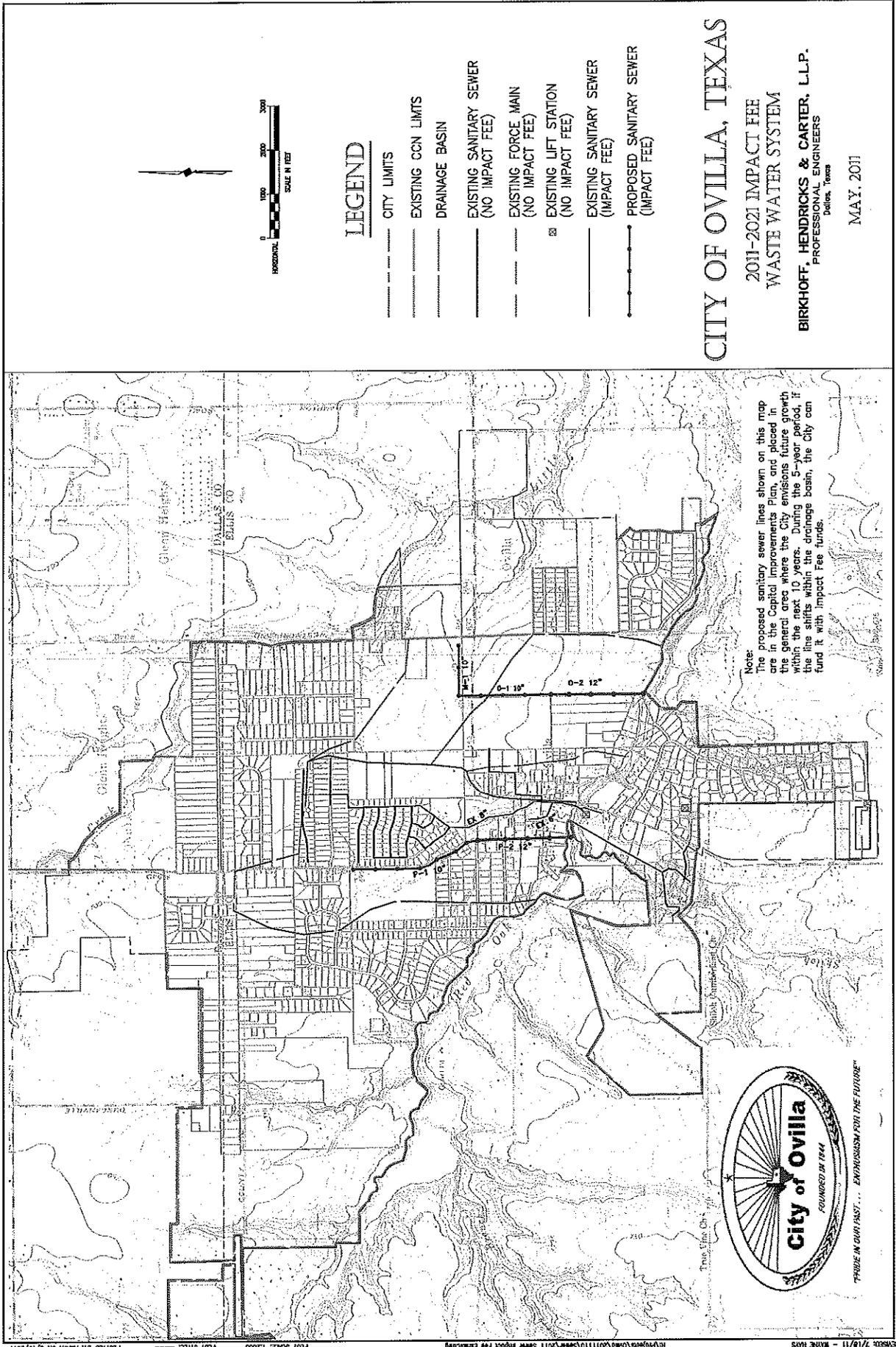
Richard Dormier, Mayor

ATTEST:

Pamela Woodall, City Secretary

APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney



Note: The proposed sanitary sewer lines shown on this map are in the Capital Improvements Plan, and placed in the general area where the City envisions future growth within the next 10 years. During the 5-year period, if the line shifts within the drainage basin, the City can fund it with Impact Fee funds.

LEGEND

- CITY LIMITS
- EXISTING CCN LIMITS
- DRAINAGE BASIN
- EXISTING SANITARY SEWER (NO IMPACT FEE)
- EXISTING FORCE MAIN (NO IMPACT FEE)
- ⊠ EXISTING LIFT STATION (NO IMPACT FEE)
- EXISTING SANITARY SEWER (IMPACT FEE)
- PROPOSED SANITARY SEWER (IMPACT FEE)



CITY OF OVILLA, TEXAS

2011-2021 IMPACT FEE
WASTE WATER SYSTEM

BIRKHOFF, HENDRICKS & CARTER, L.L.P.
PROFESSIONAL ENGINEERS
Dallas, Texas

MAY, 2011



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

**ENGINEERING EVALUATION
REPORT OF THE**

**FIVE YEAR WATER & WASTEWATER
IMPACT FEE REVIEW**

FINAL

AMENDED REPORT, DECEMBER 2014

Submitted To



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

Submitted By

***BIRKHOFF, HENDRICKS & CARTER, L.L.P.
PROFESSIONAL ENGINEERS
DALLAS, TEXAS***

JUNE, 2011

CITY OF OVILLA, TEXAS

ENGINEERING EVALUATION REPORT OF THE FIVE YEAR WATER AND WASTEWATER IMPACT FEE REVIEW

TABLE OF CONTENTS

AMENDED REPORT, DECEMBER 2014 to reflect the City's refinanced interest rates and lower water impact fee.

	<u>Page No.</u>
I. General	1
II. Cost of Facilities	1
III. Utilized Capacity	1
A. Water Distribution System (Table No. 2 – Amended Dec. 2014)	2
B. Wastewater Collection System	5
IV. Living Unit Equivalency Calculation	8
V. Calculation of Maximum Impact Fees (Amended Dec. 2014)	10

Appendix "A": Cost Data

Appendix "B": Water Distribution System - Impact Fee Data

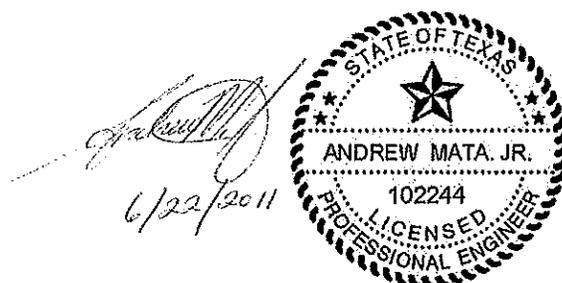
- (1) Existing Facilities – Pump Station, Ground Storage Reservoir, Elevated Storage Tanks
- (2) Proposed Facilities Improvements
- (3) Existing Water Lines
- (4) Proposed Water Lines

Appendix "C": Wastewater Collection System - Impact Fee Data

- (1) Existing Facilities - Wastewater Treatment Plant, Trunk Lines
- (2) Proposed Facilities Improvements
- (3) Proposed Collection Lines



John W. Birkhoff
6/22/11



Andrew Mata, Jr.
6/22/2011

5-YEAR WATER AND WASTEWATER IMPACT FEE REVIEW

I. GENERAL

The engineering analysis portion of the Five Year Water and Wastewater Impact Fee Review determines utilized capacity cost of major water distribution facilities, wastewater collection system facilities, water distribution lines and wastewater collection lines between the year 2011 and the year 2021. Facilities include pump stations, storage tanks and TRA treatment plant. The study period is a ten-year period with 2011 as the base year. The engineering analysis of the water and wastewater systems is based on established land use in the year 2011, projected land use patterns through the year 2021 and on the existing and proposed infrastructure.

The City's Water Distribution Master Plan was updated in January 1998 and Wastewater Collection System Master Plan was created in 2004. These master plans include the City's current land use plan. Projections today include a build-out population of approximately 9,700 people. The equivalency factors conform to the latest American Water Works Association Standards (C700 - C703).

II. COST OF FACILITIES

Actual construction cost of the various elements of the water distribution and wastewater collection system was utilized where the information was known. The existing cost of facilities was determined from Contractors final pay requests and from bid tabulation forms.

Cost for most of the water distribution lines and the sewer collection trunks have not been located. Debt service has been added to all projects where cost is known. For projects which have no cost data, equivalent 2011 dollars have been attached to those projects and no debt service included in the total cost. A copy of the cost data is located in Appendix "A".

III. UTILIZED CAPACITY

Utilized capacity for the water distribution and wastewater collection systems was calculated based on population growth projections provided by the City. Projected household starts by year were provided from 2011 through 2020, as shown on **Table No. 1**. Utilized capacity of improvements in the period is used to calculate the dollar value associated with growth for that period.

TABLE NO. 1

Summary of Population Projection

End of Year	Projection (%)	Number of Starts	Household Units	Population*
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* - Population density 3.07 people per household unit.

A. WATER DISTRIBUTION SYSTEM

Computer models for the years 2011 and 2021 were prepared based on the City's Water Distribution Master Plan.

All computer models were run for the Maximum Hourly Demand and the Minimum Hourly Demand in a three-day extended period simulation to insure proper sizing of the facilities to meet peak demands. The existing system includes the following facilities:

- One Pump Station – 4 pumps – 3.10 MGD Capacity
- One Ground Storage Reservoir – 0.75 MG Capacity
- One Elevated Tank – 0.50 MG Capacity

The pump station and ground storage facility were analyzed on the maximum daily demand, while elevated storage was analyzed utilizing the difference between the Maximum Hourly Demand and the Maximum Daily Demand. This analysis is consistent with the sizing of these facilities in the Master Plan.

Utilized capacity cost for each water system facility is summarized in **Table No. 2**. Appendix "B" includes the data for all components of the system that were determined to have utilized capacity during the study period.

TABLE NO. 2
Summary of Eligible Capital Cost and Utilized Capacity Cost

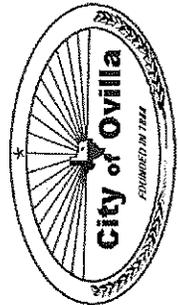
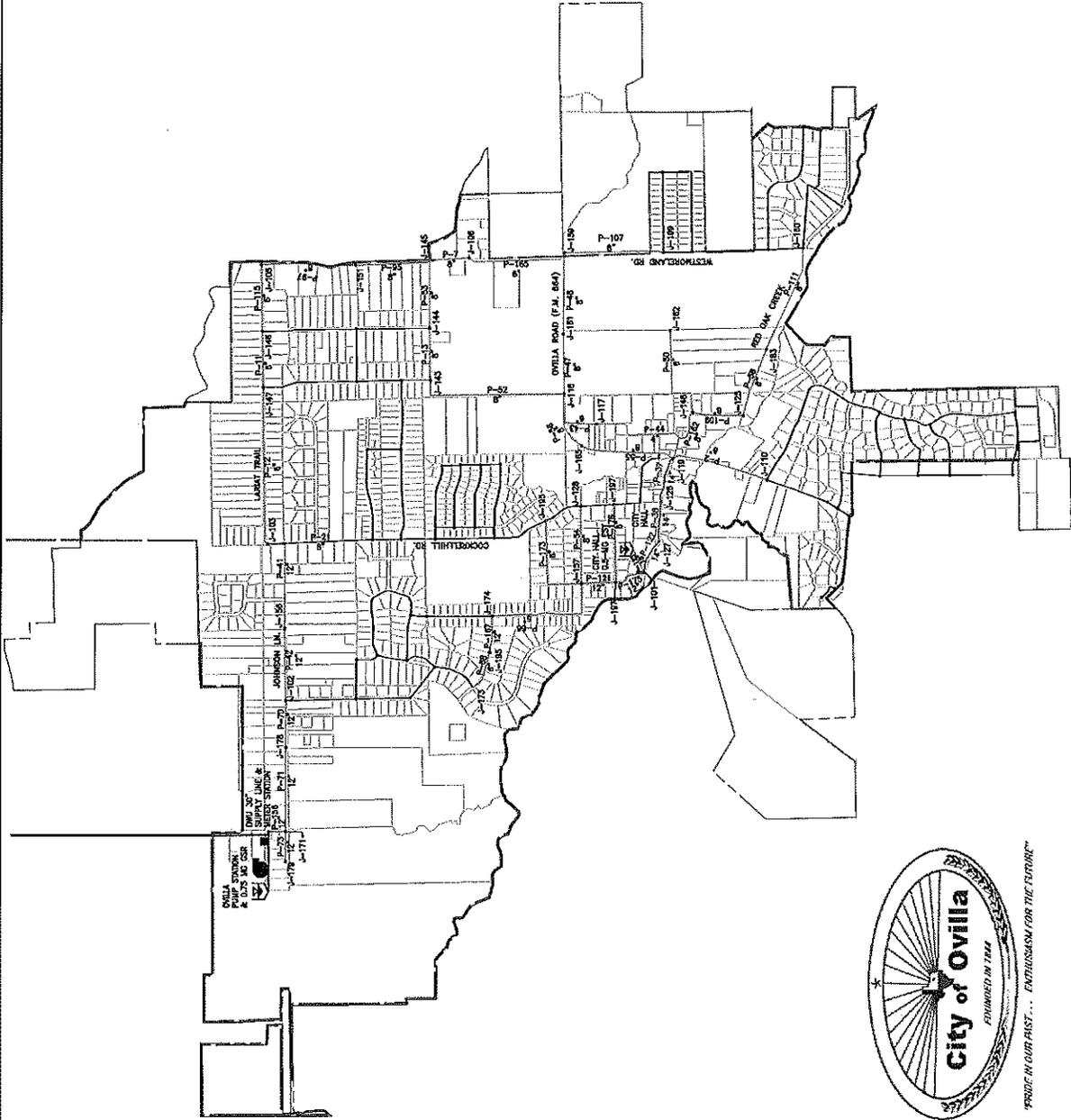
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Proposed Distribution Lines	\$ 403,363	\$ 279,239
Proposed Water System Subtotal:	\$ 403,363	\$ 279,239
(AMENDED DECEMBER 2014) Total:	\$ 13,464,278	\$ 1,866,342

10-Year Capital Improvement Program for Water Projects

The additions to the water distribution system that are included in the 10-Year CIP are as follows in **Table No. 3** and as shown in **Figure No. 1**.

TABLE NO. 3
Proposed Distribution Lines

Pipe Number	Location	Pipe Size (In)	Year to be Constructed
P-37	Water Street	14"	2016
P-38	Water Street	14"	2016
P-122	Water Street	14"	2016



LEGEND

- EXISTING NO IMPACT FEE LINE
- EXISTING IMPACT FEE LINE
- PROPOSED IMPACT FEE LINE
- IMPACT FEE FACILITIES
- CITY LIMIT
- CITY CON LIMITS



CITY OF OVILLA, TEXAS
 2011-2021 IMPACT FEE WATER SYSTEM

BIRKHOFF, HENDRICKS & CARTER, L.L.P.
 PROFESSIONAL ENGINEERS
 Dallas, Texas

MAY, 2011

FIGURE NO. 1

B. WASTEWATER COLLECTION SYSTEM

The wastewater collection system analysis, a more static system than the dynamic water distribution model, covered all of the drainage basins within the study area. Capacity spreadsheets for the years 2011 and 2021 were prepared based on the City’s Wastewater Collection System Master Plan.

Utilized capacity between the years 2011 and 2021 was based on land absorption from the population projections categorized by traffic survey zones.

The facilities in the impact fee analysis include the TRA Red Oak Creek Wastewater Treatment Plant (WWTP) and the City’s collection trunk lines equal to or greater than 10 inches in diameter. The total cost of the wastewater treatment plant and trunk collection lines are included in the Impact Fee Study.

Utilized capacity cost for the wastewater collection system is summarized in **Table No. 4**. Appendix "C" includes the data for all components of the collection system that were determined to have utilized capacity during the study period.

TABLE NO. 4
Summary of Eligible Capital Cost and Utilized Capacity Cost

Wastewater System	20-Year Project Cost	Utilized Capacity (\$) in the CRF Period
Existing Wastewater Collection Lines (City)	\$25,065	\$18,798
Existing Red Oak Creek Wastewater Treatment Plant (TRA)	\$198,000	\$97,020
Existing Red Oak Creek Trunk Lines (TRA)	\$77,938	\$9,798
Existing Wastewater System Subtotal:	\$301,003	\$125,616
Proposed Wastewater Collection Lines (City Initiated and Funded)	\$772,108	\$420,159
Proposed Red Oak Creek Wastewater Treatment Plant Expansion (TRA)	\$294,123	\$176,473
Proposed Red Oak Creek Trunk Lines (TRA)	\$149,924	\$89,954
Proposed Wastewater System Subtotal:	\$1,216,155	\$686,586
Total:	\$1,517,158	\$812,202

10-Year Capital Improvement Program

The additions to the wastewater collection system, that are included in the 10-Year CIP, are as follows in **Tables No. 5** and **6** and as shown in **Figure No. 2**:

TABLE NO. 5

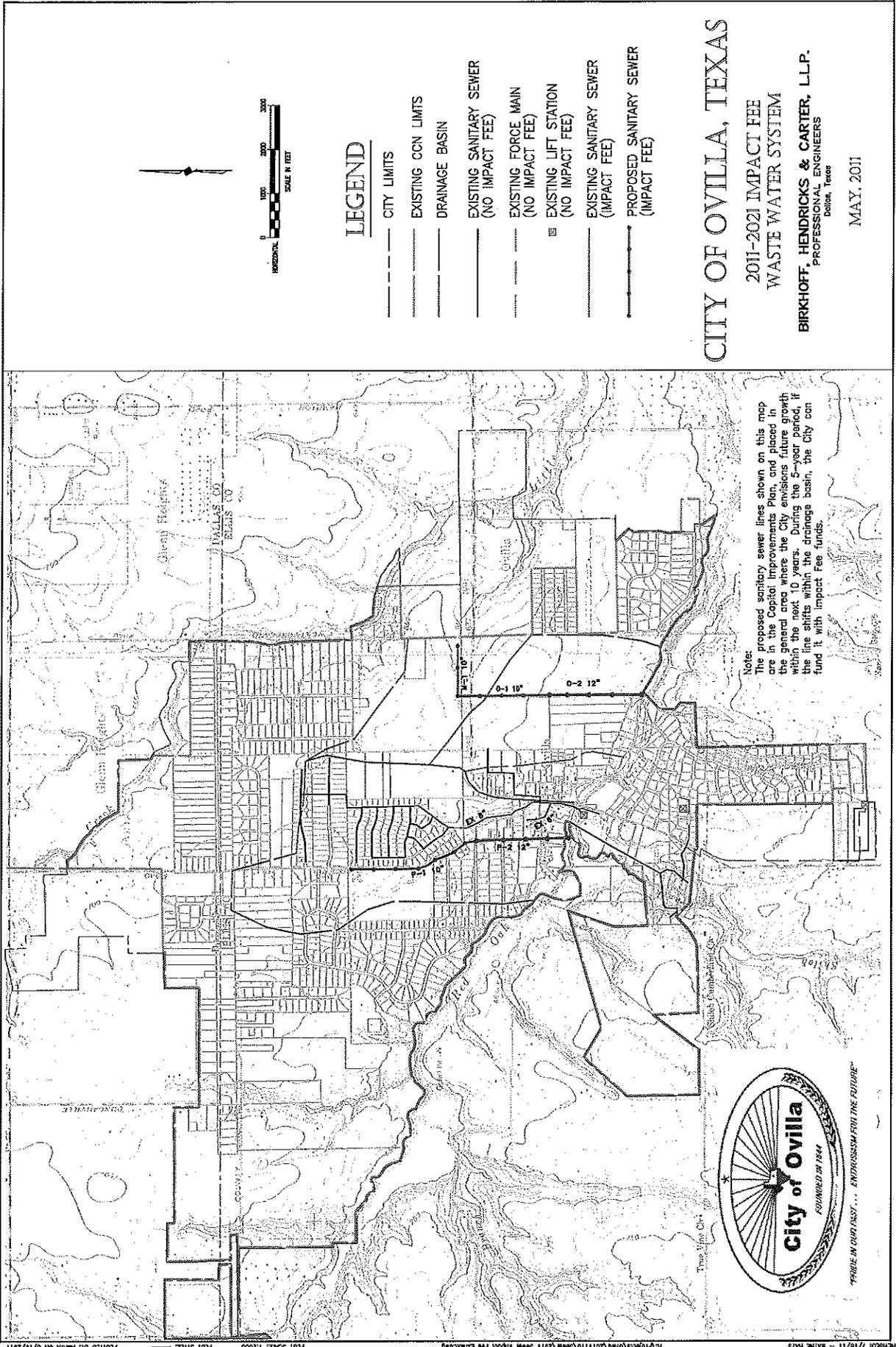
Proposed TRA Facilities Improvements

Approximate Date to be Placed in Service	Facility	Capacity of Improvement (MGD)	Total Capacity After Improvement (MGD)
2015	TRA Treatment Plant Improvements and Trunk Line Expansions	4.0	10.0

TABLE NO. 6

Proposed City Collection Lines

Pipe Number	Location	Pipe Size (In.)
M-1	Ovilla Road	10
O-1	South Red Oak Creek	10
O-2	South Red Oak Creek	12
P-1	Cockrell Hill Road	10
P-2	Cockrell Hill Road	12



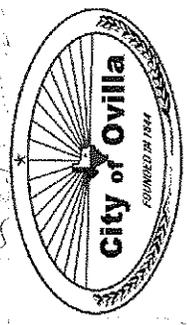
CITY OF OVILLA, TEXAS

2011-2021 IMPACT FEE
WASTE WATER SYSTEM

BIRKHOFF, HENDRICKS & CARTER, L.L.P.
Professional Engineers
Dallas, Texas

MAY, 2011

Note:
The proposed sanitary sewer lines shown on this map are in the Capital Improvements Plan, and placed in the general area where the City envisions future growth within the next 10 years. During the 5-year period, if the line shifts within the drainage basin, the City can fund it with Impact Fee funds.



IV. LIVING UNIT EQUIVALENCY CALCULATION

The approach taken to determine the growth in Living Units to take place during the Capital Recovery Fee Period, was to relate the number of Equivalent Living Units of 1,413 in 2011 (Table No. 7) to the TCEQ minimum required peak hourly demand of 3.63 mgd. Therefore, the system has a maximum hourly demand of 2,569 gallons per day per living unit.

Based on the water distribution analysis, the maximum hourly demand in the year 2021 is estimated to be 4.36 mgd. The year 2021 service units calculate to be 1,694 living units. Therefore, the number of living units in the Capital Recovery Period calculates to be 282 (1,694 – 1,413).

Living Unit Equivalency has been tied to meter size. The meter ratio to a ¾” meter is based on the continuous daily maximum rate in million gallons per day (Table No. 8). These rates are from the American Water Works Association Standards for Water Meters. These standards are updated on a regular basis. The current standards used for establishing the ratio to the ¾” meter is 1995 for C700 and 1996 for C703.

TABLE NO. 7
Water Living Unit Equivalents

Meter Size	2011			2011-2021 Growth Multiplier	2021			New Living Units During Impact Fee Period
	Number of Water Meters	Living Unit Equivalent Ratio for ¾" Used	Total Number of Living Units		Number of Water Meters	Living Unit Equivalent Ratio for ¾" Used	Total Number of Living Units	
¾"	911	1.0	911	1.20	1,093	1.0	1,093	182
1	301	1.7	502	1.20	361	1.7	602	100
Totals	1,212		1,413		1,454		1,694	282

^(a) Number of meters within City limits.

^(b) Derived from AWWA C700 - C703 standards for continuous rated flow performance of meters scaled to ¾” meter.

TABLE NO. 8**Living Unit Equivalencies For Various Types And Sizes Of Water Meters**

Meter Type	Meter Size	Continuous Duty Maximum Rate (gdp) ^(c)	Ratio to ¾" Meter
Simple	¾"	15	1.0
Simple	1"	25	1.7
Simple	1½"	50	3.3
Simple	2"	80	5.3
Compound	2"	80	5.3
Turbine	2"	100	6.7
Compound	3"	160	10.7
Turbine	3"	240	16.0
Compound	4"	250	16.7
Turbine	4"	420	28.0
Compound	6"	500	33.3
Turbine	6"	920	61.3
Compound	8"	800	53.3
Turbine	8"	1,600	106.7
Compound	10"	2,300	153.3
Turbine	10"	2,500	166.7
Turbine	12"	3,300	220.0

^(c) Source: AWWA Standard C700 (1995) - C703 (2004)

V. CALCULATION OF MAXIMUM IMPACT FEES

Impact fees for the water and wastewater systems are calculated separately by dividing the cost of the capital improvements or expansions necessitated and attributable to new development in the service area within the period by the number of living units anticipated to be added to Ovilla within the period. The maximum impact fee for each meter size is calculated in **Table No. 9**. We recommend that the maximum allowable impact fee as established by State Law be adopted and charged. The water and wastewater impact fees were calculated as follows.

Maximum Water Impact Fee= $\frac{\text{Eligible Existing Facility Cost} + \text{Eligible Proposed Facility Cost}}{\text{Number of New Living Unit Equivalent over the Next 10 Year}}$			
=	\$1,587,103	+	\$279,239
			\$1,866,342
		282	282
Maximum Water Impact Fee =	<u>\$6,622.88</u>		
Allowable Maximum Water Impact Fee: (Max Impact Fee x 50%) =			<u>\$3,311</u>

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Wastewater Impact Fee = $\frac{\text{Eligible Existing Facility Cost} + \text{Eligible Proposed Facility Cost}}{\text{Number of New Living Unit Equivalent over the Next 10 Year}}$			
=	\$125,616	+	\$686,586
			\$812,202
		282	282
Maximum Wastewater Impact Fee =	<u>\$2,882.17</u>		
Allowable Maximum Wastewater Impact Fee = \$2,882.17 x 50% =			<u>\$1,441</u>

TABLE NO. 9**Maximum Impact Fee For Meter Size**

Meter Size	Maximum Allowable Impact Fee				
	Ratio to 3/4" Meter	Water Domestic or Irrigation Meter	Sewer Domestic Meter*	Total Water and Sewer Domestic Meter	Total Water, Sewer, & Irrigation Meter
¾"	1.0	\$3,311	\$1,441	\$4,752	\$8,063
1"	1.7	\$5,629	\$2,450	\$8,078	\$13,707
1½"	3.3	\$10,926	\$4,755	\$15,682	\$26,608
2" Compound	5.3	\$17,548	\$7,637	\$25,186	\$42,734
2" Turbine	6.7	\$22,184	\$9,655	\$31,838	\$54,022
3" Compound	10.7	\$35,428	\$15,419	\$50,846	\$86,274
3" Turbine	16.0	\$52,976	\$23,056	\$76,032	\$129,008
4"	28.0	\$92,708	\$40,348	\$133,056	\$225,764
6"	61.3	\$202,964	\$88,333	\$291,298	\$494,262
8"	106.7	\$353,284	\$153,755	\$507,038	\$860,322
10"	166.7	\$551,944	\$240,215	\$792,158	\$1,344,102
12"	220.0	\$728,420	\$317,020	\$1,045,440	\$1,773,860

Fees based on City-Initiated impact fee rates

** Sewer based on domestic water meter size.*

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TABLE NO. 9A**City Imposed Impact Fee Per Meter Size**

Meter Size	City Imposed Impact Fee				
	Ratio to 3/4" Meter	Water Domestic or Irrigation Meter	Sewer Domestic Meter*	Total Water and Sewer Domestic Meter	Total Water, Sewer, & Irrigation Meter
¾"	1.0	\$2,100	\$1,400	\$3,500	\$5,600
1"	1.7	\$3,570	\$2,380	\$5,950	\$9,520
1½"	3.3	\$6,930	\$4,620	\$11,550	\$18,480
2" Compound	5.3	\$11,130	\$7,420	\$18,550	\$29,680
2" Turbine	6.7	\$14,070	\$9,380	\$23,450	\$37,520
3" Compound	10.7	\$22,470	\$14,980	\$37,450	\$59,920
3" Turbine	16.0	\$33,600	\$22,400	\$56,000	\$89,600
4"	28.0	\$58,800	\$39,200	\$98,000	\$156,800
6"	61.3	\$128,730	\$85,820	\$214,550	\$343,280
8"	106.7	\$224,070	\$149,380	\$373,450	\$597,520
10"	166.7	\$350,070	\$233,380	\$583,450	\$933,520
12"	220.0	\$462,000	\$308,000	\$770,000	\$1,232,000

Fees based on City-Initiated impact fee rates

** Sewer based on domestic water meter size.*

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TABLE NO. 10

Impact Fees Comparison Chart

City	Maximum Calculated Fee		Impact Fee Set by Council	
	Water Fee	Sewer Fee	Water Fee	Sewer Fee
Cedar Hill	unknown	unknown	\$2,202 Capital Recovery Fee	
DeSoto	unknown	unknown	\$0	\$0
Flower Mound	\$4,870	\$639 / \$1,118 / \$2,158 / \$5,979	\$5,844	\$800 - \$7,000
Glenn Heights	unknown	unknown	\$530	\$2,031
Mesquite	unknown	unknown	\$0	\$0
Midlothian	\$3,782	\$3,452	\$1,880	\$2,771
Ovilla	\$3,311	\$1,441	\$2,100	\$1,400
Red Oak	\$1,659	\$3402 / \$6312	\$0	\$0
Waxahachie	unknown	unknown	\$1,499	\$1,987

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Rates are based on City's standard domestic meter size, mostly ¾" meter.

Cedar Hill has combined (water/sewer) Capital Recovery Fee.

DeSoto does not have any impact fees.

Flower Mound has different sewer impact fee rates, dependent on Service Area.

Glenn Heights to determine whether to temporarily suspend impact fees to stimulate growth.

Mesquite does not have water and sewer impact fees, only roadway impact fees.

Midlothian waived fees in January 2010, cut fees in half in January 2011, may go back in July 2011 to original impact fee rates set by council, which are listed on table above.

Red Oak has two calculated sewer rates, dependent on location.

Waxahachie rates above are from 2009.



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FIVE YEAR WATER AND WASTEWATER IMPACT FEE REVIEW

APPENDIX "A"

COST DATA

TABLE NO. A-1
Water Lines Unit Cost

Pipe Size	\$	+\$20%	Use
6	58	69.60	\$70.00
8	75	90.00	\$90.00
10	79	94.80	\$95.00
12	83	99.60	\$100.00
14	95.5	114.60	\$115.00
16	100	120.00	\$120.00
18	106	127.20	\$128.00
30	116	139.20	\$140.00

TABLE NO. A-2
Wastewater Lines Unit Cost

Pipe Size	\$	+\$20%	Use
In Undeveloped Area			
8	29	34.80	\$25.00
10	33	39.60	\$35.00
12	37	44.40	\$45.00
In Developed Area			
8	83	99.60	\$90.00
10	87	104.40	\$100.00
12	91	109.20	\$110.00

\$ - Opinion of probable construction cost

+\$20% - \$ + engineering, survey, testing, easement cost



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

FIVE YEAR WATER AND WASTEWATER IMPACT FEE REVIEW

APPENDIX "B"

WATER DISTRIBUTION SYSTEM IMPACT FEE DATA

**PUMP STATION
GROUND STORAGE RESERVOIRS
ELEVATED STORAGE TANK
TRANSMISSION LINE
DISTRIBUTION LINES**

TABLE NO. B-1
CITY OF OVILLA, TEXAS
WATER DISTRIBUTION IMPACT FEE STUDY
EXISTING WATER FACILITIES

+ Costs are based in 2004 dollars unless otherwise indicated

Pump Station Improvements	Year Const.	Projected Capacity	Pump Station Cost (\$)				Utilized Capacity (%)		Utilized Capacity (\$)		
			+ Const.	Debt Service Interest Rate %	20 Year Debt Service Utilizing Simple Interest	Total 20 Yr. Project Cost \$	2011	2021	2011	2021	In The CRF Period
Ovilla Pump Station and Ground Storage Reservoir No. 1 (at Duncanville Road)											
Pump Station	2004	3.1 MGD	\$802,916	3.323%	\$280,130	\$1,083,046	59%	70%	\$635,853	\$761,626	\$125,773
Ground Storage Reservoir No. 1	2004	0.75 MG	\$224,367	3.323%	\$78,279	\$302,646	61%	73%	\$185,623	\$221,940	\$36,318
City Hall Elevated Storage Tank											
0.50 MG Elevated Storage Tank	2004	0.50 MG	\$797,964	3.323%	\$278,401	\$1,076,365	92%	100%	\$990,256	\$1,076,365	\$86,109
D.W.U. Supply Line and Meter Station											
30-inch DWU Supply Line (31,441 LF) and Meter Station	2004	4.55 MGD	\$4,799,753	3.323%	\$1,674,586	\$6,474,339	40%	48%	\$2,589,736	\$3,101,991	\$512,255
Existing Facility Total			\$6,625,000		\$2,311,396	\$8,936,396			\$4,401,468	\$5,161,922	\$760,455

AMENDED DECEMBER 2014

**TABLE NO. B-2
CITY OF OVILLA, TEXAS
WATER DISTRIBUTION SYSTEM IMPACT FEE STUDY: EXISTING IMPACT FEE WATER LINES**

+ Average Unit costs are based in 2011 dollars unless otherwise indicated and includes 20% for engineering and easements.

Pipe Number	Length (Ft.)	Diameter (Inches)	Date of Const.	* Avg. Unit Cost (\$/Ft.)	Total Capital Cost (\$)	Debt Service Interest Rate %	20 Year Debt Service Utilizing Simple Interest	Total 20 Year Project Cost (\$)	(% Utilized Capacity)		(\$ Utilized Capacity)		During Fee Period
									2011	2021	2011	2021	
Duncanville 12-inch Water Line													
2 P-156	363	12		\$100.00	\$36,300	0%	\$0	\$36,300	100%	100%	\$36,300	\$36,300	\$0
Subtotal:	363				\$36,300		\$0	\$36,300			\$36,300	\$36,300	\$0
Johnson Lane 12-inch Water Line													
1 P-41	1,874	12		\$60.00	\$112,440		\$55,809	\$168,249	100%	100%	\$168,249	\$168,249	\$0
1 P-42	1,338	12		\$60.00	\$80,280		\$39,847	\$120,127	88%	100%	\$105,712	\$120,127	\$14,415
1 P-70	867	12		\$60.00	\$52,020		\$25,820	\$77,840	100%	100%	\$77,840	\$77,840	\$0
1 P-71	1,396	12		\$60.00	\$83,760		\$41,574	\$125,334	90%	90%	\$112,801	\$112,801	\$0
1 P-73	553	12		\$60.00	\$33,180		\$16,469	\$49,649	6%	6%	\$2,979	\$2,979	\$0
Subtotal:	6,028				\$361,680	4.73%	\$179,519	\$541,199			\$467,581	\$481,996	\$14,415
Willowood Lane 12-inch Water Line and Silverwood Drive 8-inch Water Line													
2 P-54	1,436	8		\$90.00	\$129,240		\$0	\$129,240	100%	100%	\$129,240	\$129,240	\$0
2 P-66	2,237	6		\$70.00	\$156,590		\$0	\$156,590	64%	100%	\$100,218	\$156,590	\$56,372
2 P-121	630	12		\$100.00	\$63,000		\$0	\$63,000	60%	100%	\$37,800	\$63,000	\$25,200
2 P-175	598	12	2003	\$100.00	\$59,800		\$0	\$59,800	100%	100%	\$59,800	\$59,800	\$0
Subtotal:	4,901				408,630	0%	\$0	408,630			327,058	408,630	\$1,572
Westmoreland Road 8-inch Water Line													
2 P-7	672	8		\$90.00	\$60,480		\$0	\$60,480	100%	100%	\$60,480	\$60,480	\$0
2 P-95	1,441	8		\$90.00	\$129,690		\$0	\$129,690	54%	100%	\$70,033	\$129,690	\$59,657
2 P-97	1,753	8		\$90.00	\$157,770		\$0	\$157,770	85%	100%	\$134,105	\$157,770	\$23,666
2 P-107	1,845	8		\$90.00	\$166,050		\$0	\$166,050	33%	100%	\$54,797	\$166,050	\$111,254
2 P-165	1,872	8		\$90.00	\$168,480		\$0	\$168,480	73%	100%	\$122,990	\$168,480	\$45,490
Subtotal:	7,583				682,470	0%	\$0	682,470			442,405	682,470	240,067
Lariat Trail 6-inch Water Line													
2 P-11	1,036	6		\$70.00	\$72,520		\$0	\$72,520	85%	100%	\$61,642	\$72,520	\$10,878
2 P-12	2,937	6		\$70.00	\$205,590		\$0	\$205,590	100%	100%	\$205,590	\$205,590	\$0
2 P-115	1,239	6		\$70.00	\$86,730		\$0	\$86,730	90%	100%	\$78,057	\$86,730	\$8,673
Subtotal:	5,212				364,840	0%	\$0	364,840			345,289	364,840	19,551
Red Oak Creek Road 8-inch Water Line (Ovilla Road & East University)													
2 P-162	1,030	8		\$90.00	\$92,700		\$0	\$92,700	37%	89%	\$34,299	\$82,503	\$48,204
Subtotal:	1,030				\$92,700	0%	\$0	\$92,700			\$34,299	\$82,503	\$48,204
Ovilla Road (F.M. 664) 8-inch Water Line													
2 P-47	1,111	8		\$90.00	\$99,990		\$0	\$99,990	48%	76%	\$47,995	\$75,992	\$27,997
2 P-48	1,509	8		\$90.00	\$135,810		\$0	\$135,810	30%	39%	\$40,743	\$52,966	\$12,223
2 P-58	1,106	8		\$90.00	\$99,540		\$0	\$99,540	23%	100%	\$22,894	\$99,540	\$76,646
Subtotal:	3,726				335,340	0%	\$0	335,340			111,632	228,498	116,866
Malloy Lane-Hosford Road 8-inch Water Line													
2 P-13	966	8		\$90.00	\$86,940		\$0	\$86,940	67%	100%	\$58,250	\$86,940	\$28,690
2 P-52	2,777	8		\$90.00	\$249,930		\$0	\$249,930	100%	100%	\$249,930	\$249,930	\$0
2 P-53	1,294	8		\$90.00	\$116,460		\$0	\$116,460	100%	100%	\$116,460	\$116,460	\$0
Subtotal:	5,037				\$453,330	0%	\$0	\$453,330			\$424,640	\$453,330	\$28,690
Elmwood 12-inch Water Line													
2 P-167	1,429	12		\$100.00	\$142,900		\$0	\$142,900	17%	40%	\$24,293	\$57,160	\$32,867
Subtotal:	1,429				\$142,900	0%	\$0	\$142,900			\$24,293	\$57,160	\$32,867

**TABLE NO. B-2
CITY OF OVILLA, TEXAS
WATER DISTRIBUTION SYSTEM IMPACT FEE STUDY: EXISTING IMPACT FEE WATER LINES**

+ Average Unit costs are based in 2011 dollars unless otherwise indicated and includes 20% for engineering and easements.

Pipe Number	Length (Ft.)	Diameter (Inches)	Date of Const.	+ Avg. Unit Cost (\$/Ft.)	Total Capital Cost (\$)	Debt Service Interest Rate %	20 Year Debt Service Utilizing Simple Interest	Total 20 Year Project Cost (\$)	(% Utilized Capacity)		(\$ Utilized Capacity)		During Fee Period
									2011	2021	2011	2021	
Duncanville 12-inch Water Line													
Greenwood Drive 6-inch Water Line													
2 P-173	1,819	6		\$70.00	\$127,330	0%	\$0	\$127,330	0%	100%	100%	\$127,330	\$0
Subtotal:	1,819				\$127,330		\$0	\$127,330		100%	100%	\$127,330	\$0
Westlawn Drive 6-inch Water Line													
2 P-176	1,447	6		\$70.00	\$101,290	0%	\$0	\$101,290	0%	100%	100%	\$101,290	\$0
Subtotal:	1,447				\$101,290		\$0	\$101,290		100%	100%	\$101,290	\$0
East University 6-inch Water Line													
2 P-50	1,880	6		\$70.00	\$131,600	0%	\$0	\$131,600	29%	47%	18%	\$23,688	\$38,164
Subtotal:	1,880				\$131,600		\$0	\$131,600		47%	18%	\$23,688	\$38,164
Red Oak Creek Road 8-inch Water Line (East University to Westmoreland Road)													
2 P-58	1,307	8		\$90.00	\$117,630		\$0	\$117,630	26%	100%	74%	\$87,046	\$30,584
2 P-109	939	8		\$90.00	\$84,510		\$0	\$84,510	32%	80%	48%	\$40,565	\$27,043
2 P-111	2,027	8		\$90.00	\$182,430		\$0	\$182,430	36%	90%	54%	\$98,512	\$65,675
Subtotal:	4,273				\$384,570		\$0	\$384,570		90%	74%	\$226,123	123,302
Ovilla Road (F.M. 664) 8-inch Water Line (North of Main Street to Ovilla Oaks)													
2 P-2	1,839	8		\$90.00	\$165,510		\$0	\$165,510	0%	100%	100%	\$165,510	\$0
2 P-55	1,739	8		\$90.00	\$156,510		\$0	\$156,510	53%	100%	47%	\$73,560	\$82,950
Subtotal:	3,578				\$322,020		\$0	\$322,020		100%	47%	\$239,070	\$82,950
EXISTING TOTAL:	48,306				3,945,000		179,519	4,124,519				2,930,998	\$26,648

*- Construction Cost known + additional 20% for engineering & easements

1 - City Participated in Cost Oversize 2 - City Initiated and Funded

TABLE NO. B-3
CITY OF OVILLA, TEXAS
WATER SYSTEM IMPACT FEE STUDY
PROPOSED CIP - WATER LINES

+ Average Unit costs are based in '2004' dollars unless otherwise indicated and includes engineering and easements.

Pipe Number	Length (Ft.)	Diameter (Inches)	Date of Const.	+ Avg. Unit Cost (\$/Ft.)	Total Capital Cost (\$)	Debt Service Interest Rate %	20 Year Debt Service Utilizing Simple Interest	Total 20 Year Project Cost (\$)	Utilized Capacity (%)		Utilized Capacity (\$)	
									2011	2021	2011	2021
Water Street 14-inch Line												
14-inch Water Line at Water Street and is part of the capital improvements necessary to connect the City Hall Elevated Storage Tank to the distribution system north and south of Red Oak Creek.												
2	P-37	862	14	\$115.00	\$99,130		\$52,043	\$151,173	0%	73%	\$0	\$110,356
2	P-38	743	14	\$115.00	\$85,445		\$44,859	\$130,304	0%	66%	\$0	\$86,001
2	P-122	695	14	\$115.00	\$79,925		\$41,961	\$121,886	0%	68%	\$0	\$82,882
	Subtotal:	2,300	2014		\$264,500	5.0%	\$138,863	\$403,363			\$0	\$279,239
	PROPOSED TOTAL:	2,300			\$264,500		\$138,863	\$403,363			\$0	\$279,239

1 - City Participates in Cost Oversize

2 - City Initiates and Funds



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FIVE YEAR WATER AND WASTEWATER IMPACT FEE REVIEW

APPENDIX "C"

WASTEWATER COLLECTION SYSTEM IMPACT FEE DATA

**TRA WASTEWATER TREATMENT PLANT
TRA TRUNK MAINS
CITY COLLECTION LINES**

TABLE NO. C-1
CITY OF OVILLA, TEXAS
WASTEWATER SYSTEM IMPACT FEE STUDY
EXISTING WASTEWATER TREATMENT FACILITY

* Average Unit costs are based in 2011 dollars unless otherwise indicated and includes 20% for engineering and easements.

WWTP	Capacity Increment	Units	Const. Date	Total Construction Cost	Ovilla's Share (0.686%) Total Capital Cost (\$)	20 Year Debt Service @ 5% Simple Interest	Total 20 Year Project Cost (\$)	Utilized Capacity (%)		Utilized Capacity (\$)	
								2011	2021	2011	2021
Existing Red Oak Creek WasteWater Treatment Plant											
This Project includes the existing 6.0 MGD WasteWater Treatment Facility to handle increased flow from the Red Oak Creek Region, currently conveying 0.686% of wastewater in 2011 from the City of Ovilla, TX.											
Red Oak WWTP	6.00	MGD	2011	\$18,926,575	\$129,836	\$68,164	\$198,000	51%	100%	\$100,980	\$198,000
Subtotal:	6.00			\$18,926,575	\$129,836	\$68,164	\$198,000			\$100,980	\$198,000
Existing Red Oak Creek WWTP Trunk Lines											
This Project includes the existing 3.50 MGD WasteWater Treatment Facility Trunk Lines to handle the current 3.06 MGD flow from the Red Oak Creek Region.											
Existing Reak Oak Creek Trunk Lines	3.50	MGD	1990	\$7,450,000	\$51,107	\$26,831	\$77,938	87%	100%	\$68,140	\$77,938
Subtotal:				\$7,450,000	\$51,107	\$26,831	\$77,938			\$68,140	\$77,938
WasteWater Treatment Facility CIP Totals	3.50	MGD		\$26,376,575	\$180,943	\$94,995	\$275,938			\$169,120	\$275,938
Total											\$106,818

TABLE NO. C-2
CITY OF OVILLA, TEXAS
WASTEWATER SYSTEM IMPACT FEE STUDY
PROPOSED WASTEWATER TREATMENT FACILITY

WWTP	Capacity Increment	Units	Const. Date	Total Construction Cost	Ovilla's Share (0.686%) Total Capital Cost (\$)	20 Year Debt Service @ 5% Simple Interest	Total 20 Year Project Cost (\$)	Utilized Capacity (%)		Utilized Capacity (\$)	
								2011	2021	2011	2021
Proposed Red Oak Creek WasteWater Treatment Plant Improvements											
This Project includes the expansion of the existing 6.0 MGD WasteWater Treatment Facility to 10 MGD in 2015, to handle increased flow from the Red Oak Creek Region by 2021.											
WWTP Solids Handling Building	-	MGD	2011	\$2,470,000	\$16,944	\$8,896	\$25,840	0%	60%	\$0	\$15,504
Bear Creek Lift Station	1.70	MGD	2012	\$1,700,000	\$11,662	\$0	\$11,662	0%	60%	\$0	\$6,997
Future Red Oak WWTP Expansion	10.00	MGD	2015	\$24,530,000	\$168,276	\$88,345	\$256,621	0%	60%	\$0	\$153,972
Subtotal:	10.00			\$28,700,000	\$196,882	\$97,241	\$294,123			\$0	\$176,473
Proposed Red Oak Creek WWTP Trunk Line Expansion											
This Project includes the expansion of the future WasteWater Treatment Facility Trunk Lines to handle the increased capacity of 10 mgd from the Red Oak Creek Region by 2021.											
Future Red Oak Creek Trunk Lines	10.00	MGD	2014	14,331,000	\$98,311	\$51,613	\$149,924	0%	60%	\$0	\$89,954
Subtotal:	10.00			14,331,000	\$98,311	\$51,613	\$149,924			\$0	\$89,954
WasteWater Treatment Facility CIP Totals	10.00	MGD		\$43,031,000	\$295,193	\$148,854	\$444,047			\$0	\$266,427
Total											\$266,427

**TABLE NO. C-3
CITY OF OVILLA, TEXAS
WASTEWATER SYSTEM IMPACT FEE STUDY
EXISTING WASTEWATER COLLECTION LINES**

Average Unit costs are based in 2011 dollars unless otherwise indicated and includes 20% for engineering and easements.

Pipe Number	Length (Ft.)	Pipe Diam. (Inches)	Date of Const.	Average Unit Cost (\$/Ft.)	Total Capital Cost (\$)	Projected City Participation (\$)	Projected Developer Cost (\$)	20 Year Debt Service @ 5% Simple Interest (\$)	Total 20 Year Project Cost (\$)	Utilized Capacity (%)		Utilized Capacity (\$)	
										2011	2021	2011	2021
Main Street Sanitary Sewer Line													
These projects include approximately 353 LF of 6" sanitary sewer collection line commencing at Main Street and Ovilla Road, ending in the Town Square.													
1 Ex-6	353	6	2008	\$71.00	\$25,065	\$0	\$0	\$0	\$25,065	25%	100%	\$6,266	\$18,798
Subtotal:	353	L.F.			\$25,065	\$0	\$0	\$0	\$25,065	\$0	\$1	\$6,266	\$18,798
EXISTING TOTAL:	353	L.F.			\$25,065	\$0	\$0	\$0	\$25,065			\$6,266	\$18,798

1 - City Participants in Cost Oversize

**TABLE NO. C-4
CITY OF OVILLA, TEXAS
WASTEWATER SYSTEM IMPACT FEE STUDY
PROPOSED CIP - WASTEWATER COLLECTION LINES**

Pipe Number	Length (Ft.)	Pipe Diam. (Inches)	Date of Const.	Average Unit Cost (\$/Ft.)	Total Capital Cost (\$)	Projected City Participation in Cost Oversize (\$)	Projected Developer Cost (\$)	20 Year Debt Service @ 5% Simple Interest (\$)	Total 20 Year Project Cost (\$)	Utilized Capacity (%)		Utilized Capacity (\$)	
										2011	2021	2011	2021
Proposed Collection Lines													
These projects include approximately 7,800 LF of new 10" and 12" sanitary sewer collection lines commencing within the City of Ovilla and conveying flow south into the T.R.A. Red Oak Creek Interceptor.													
1 M-1	1,150	10		\$35.00	\$40,250	\$5,750	\$34,500	\$3,019	\$8,769	0%	53%	\$0	\$4,671
1 O-1	2,090	10		\$35.00	\$73,150	\$10,450	\$62,700	\$5,486	\$15,936	0%	53%	\$0	\$8,407
1 O-2	2,110	12		\$45.00	\$94,950	\$31,650	\$63,300	\$16,616	\$48,266	0%	53%	\$0	\$25,461
1 P-1	3,000	10		\$35.00	\$105,000	\$30,000	\$75,000	\$15,750	\$45,750	0%	55%	\$0	\$25,274
1 P-2	2,120	12		\$110.00	\$233,200	\$31,800	\$201,400	\$16,695	\$48,495	0%	55%	\$0	\$26,791
Subtotal:	9,320	L.F.	2016		\$506,300	\$103,900	\$402,400	\$54,548	\$158,447			\$0	\$85,933
Wastewater Line - CIP Total					\$506,300	\$103,900	\$402,400	\$54,548	\$158,447			\$0	\$85,933
Total	9,320	L.F.											

1 - City Participants in Cost Oversize



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

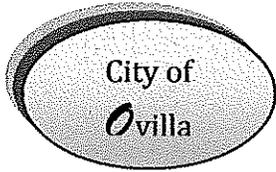
**ENGINEERING EVALUATION REPORT
FOR THE
FIVE YEAR WATER AND WASTEWATER
IMPACT FEE REVIEW**

AMENDED REPORT, DECEMBER 2014

PREPARED BY

 birkhoff,
hendricks &
carter, L.L.P.
*Professional Engineers
Dallas, Texas*

JUNE 2011



Ovilla City Council

AGENDA ITEM REPORT

Item 7

Meeting Date: January 12, 2015

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Cyndy Powell, CA

Amount: N/A

Reviewed By: City Administrator

City Secretary

City Attorney

Accountant

Other: Staff

Attachments:

1. Ordinance 2015-004

Agenda Item / Topic:

ITEM 7. *DISCUSSION/ACTION* – Consideration of and action on Ordinance 2015-004 of the City of Ovilla, Texas, amending Appendix A “Fee Schedule,” Section A7.009 “Impact Fees,” of the City of Ovilla Code of Ordinances, providing amended water and wastewater impact fees; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.

Discussion / Justification:

This item is provided to consider amending Appendix A “Fee Schedule,” Section A7.009 “Impact Fees,” and enacting the Water and Wastewater Impact Fees as amended in the Five Year Water & Wastewater impact Fee Review Amended Report, December 2014.

Recommendation / Staff Comments:

Staff recommends passage of Ordinance 2015-004 amending Appendix A “Fee Schedule,” Section A7.009 “Impact Fees”.

Sample Motion(s):

I move that Council, approval/deny Ordinance 2015-004 of the City of Ovilla, Texas, amending Appendix A “Fee Schedule,” Section A7.009 “Impact Fees,” of the City of Ovilla Code of Ordinances, providing amended water and wastewater impact fees; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.

ORDINANCE NO. 2015-004

AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING APPENDIX A "FEE SCHEDULE," SECTION A7.009 "IMPACT FEES," OF THE CITY OF OVILLA CODE OF ORDINANCES, PROVIDING AMENDED WATER AND WASTEWATER IMPACT FEES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERANCE CLAUSE; PROVIDING FOR INCORPORATION INTO THE OVILLA CODE OF ORDINANCES; PROVIDING FOR IMMEDIATE EFFECT; AND PROVIDING FOR PUBLICATION.

WHEREAS, on September 22, 2014, the City Council of the City of Ovilla adopted Resolution No. R2014-036 authorizing the Ovilla Planning and Zoning Commission to act as an advisory committee to review and advise the City Council of the need to update or revise the water and wastewater impact fees (herein the "Advisory Committee"); and

WHEREAS, on November 03, 2014, the Advisory Committee met and reviewed the City of Ovilla's current water and wastewater impact fees in relation to the maximum fee allowable as described in the *Five Year Water and Wastewater Impact Fee Review 2011*; and

WHEREAS, the engineering firm of Birkhoff, Hendricks and Carter updated the eligible capital costs based on the related bond debt and calculated the 2014 maximum allowable impact fee for water at \$3,311; and

WHEREAS, there was no change to the maximum allowable wastewater impact fee of \$1,441; and

WHEREAS, the Advisory Committee made a comparison of impact fees of other neighboring cities and the impact fees in City of Ovilla's extraterritorial jurisdiction by Sardis Lone Elm; and

WHEREAS, the Advisory Committee recommended to the City Council that the total water and wastewater impact fees per service unit be amended from a total maximum of \$3,000 to a total maximum of \$4,752 with City Council to set and approve the individual water impact fee and wastewater impact fee; and

WHEREAS, on December 08, 2014, the City Council of the City of Ovilla passed and approved Resolution R2014-040 approving an amended water impact fee of \$2,100 and an amended wastewater impact fee of \$1,400; and

WHEREAS, the amendments are reflected in the revised *Five Year Water & Wastewater Impact Fee Review Amended Report, December 2014*.

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

SECTION 1. AMENDMENT OF APPENDIX A, SECTION A7.009 OF THE OVILLA CODE OF ORDINANCES

Appendix A, Section A7.009 of the Ovilla Code of Ordinances is hereby amended to read as follows:

Sec. A7.009 Impact Fees

ORDINANCE NO. 2015-004

Water meter size	Water Domestic or Irrigation Meter	Sewer
3/4"	\$2,100	\$1,400
1"	\$3,570	\$2,380
1-1/2"	\$6,930	\$4,620
2" compound	\$11,130	\$7,420
2" turbine	\$14,070	\$9,380
3" compound	\$22,470	\$14,980
3" turbine	\$33,600	\$22,400
4"	\$58,800	\$39,200
6"	\$128,730	\$85,820
8"	\$224,070	\$149,380
10"	\$350,070	\$233,380
12"	\$462,000	\$308,000

SECTION 2. SAVINGS CLAUSE

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

SECTION 3. SEVERANCE CLAUSE

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

SECTION 4. INCORPORATION INTO THE CODE OF ORDINANCES

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

SECTION 5. EFFECTIVE DATE

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

ORDINANCE NO. 2015-004

SECTION 6. PUBLICATION

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

PASSED, ADOPTED AND APPROVED by the City Council of Ovilla, Texas on this the
12 day of January, 2015.

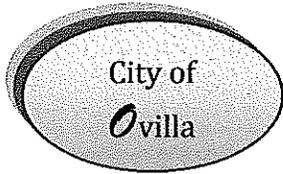
Richard Dormier, Mayor

ATTEST:

Pamela Woodall, City Secretary

APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney



Ovilla City Council

AGENDA ITEM REPORT

Item 8

Meeting Date: January 12, 2015

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Mike Dooly, Code Enforcement Amount: N/A

Reviewed By: City Administrator City Secretary City Attorney

Accountant

Other: Staff

Attachments:	
1. Ordinance 2015-005	
Agenda Item / Topic:	
ITEM 8.	<i>DISCUSSION/ACTION - Consideration of and action on Ordinance 2015-005 of the City of Ovilla, Texas amending Appendix A "Fee Schedule," Section A4.001 "Building Permit Fees," of the City of Ovilla Code of Ordinances, providing a Fill-dirt/Grading Permit Fee; providing a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.</i>
Discussion / Justification:	
Previously, at the Regular Meeting on November 10, 2014, City Council adopted Ordinance 2014-034, adopting national and international building codes, including the 2009 International Building Code; and certain local amendments to the 2009 International Building Code, including, but not limited to, a requirement for the filing of a fill-dirt/grading plan with the City of Ovilla and the issuance of a fill-dirt/grading permit. This item provides Council consideration of the fee for the filing of a fill-dirt/grading plan established in Ordinance 2014-034.	
Recommendation / Staff Comments:	
Staff recommends passage of Ordinance 2015-005 adopting a fee of \$50.00 for the issuance of a fill-dirt/grading permit.	
Sample Motion(s):	
<i>I move that Council, approve/deny Ordinance 2015-005 of the City of Ovilla, Texas amending Appendix A "Fee Schedule," Section A4.001 "Building Permit Fees," of the City of Ovilla Code of Ordinances, providing a Fill-dirt/Grading Permit Fee; provide a savings clause; providing a severance clause; providing for incorporation into the Ovilla Code of Ordinances; providing for immediate effect; and providing for publication.</i>	

AN ORDINANCE OF THE CITY OF OVILLA, TEXAS, AMENDING APPENDIX A "FEE SCHEDULE," SECTION A4.001 "BUILDING PERMIT FEES," OF THE CITY OF OVILLA CODE OF ORDINANCES, PROVIDING A FILL-DIRT/GRADING PERMIT FEE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERANCE CLAUSE; PROVIDING FOR INCORPORATION INTO THE OVILLA CODE OF ORDINANCES; PROVIDING FOR IMMEDIATE EFFECT; AND PROVIDING FOR PUBLICATION.

WHEREAS, on November 10, 2014, the City Council of the City of Ovilla, Texas, passed, approved and adopted Ordinance No. 2014-034, adopting certain national and international codes, including the 2009 International Building Code; and

WHEREAS, Ordinance No. 2014-034 included certain local amendments to the 2009 International Building Code, including, but not limited to, a requirement for the filing of a fill-dirt/grading plan with the City of Ovilla and the issuance of a fill-dirt/grading permit; and

WHEREAS, the City Council of the City of Ovilla finds and determines that a fee of \$50.00 for the issuance of a fill-dirt/grading permit is reasonable and is in the best interest of the health, safety and welfare of the citizens of Ovilla, Texas.

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

SECTION 1. AMENDMENT OF APPENDIX A, SECTION A4.001 OF THE OVILLA CODE OF ORDINANCES

Appendix A, Section A4.001 of the Ovilla Code of Ordinances is hereby amended by the addition of a subsection (13) to read as follows:

Sec. A4.001 Building Permit Fees

* * *

(13) Fill-Dirt/Grading Permit - \$50.00

SECTION 2. SAVINGS CLAUSE

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

SECTION 3. SEVERANCE CLAUSE

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

SECTION 4. INCORPORATION INTO THE CODE OF ORDINANCES

ORDINANCE NO. 2015-005

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

SECTION 5. EFFECTIVE DATE

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

SECTION 6. PUBLICATION

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

PASSED, ADOPTED AND APPROVED by the City Council of Ovilla, Texas on this the
12 day of January, 2015.

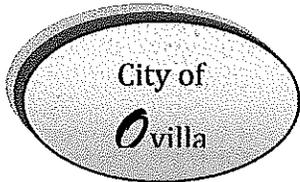
Richard Dormier, Mayor

ATTEST:

Pamela Woodall, City Secretary

APPROVED AS TO FORM:

Ron G. MacFarlane, Jr., City Attorney



Ovilla City Council

AGENDA ITEM REPORT

Item 9

Meeting Date: January 12, 2015

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Cyndy Powell, CA

Amount: N/A

Reviewed By: City Administrator

City Secretary

City Attorney

Accountant

Other: Staff

Attachments:	
1. Bylaws	
2. Application	
Agenda Item / Topic:	
ITEM 9.	<i>DISCUSSION/ACTION</i> – Consider of and action for Council appointments to the Municipal Development District.
Discussion / Justification:	
The residents of the City of Ovilla and ETJ voted to authorize the establishment of the Municipal Development District (MDD) in November 2009 in a special election.	
The MDD By-Laws state the Board shall consist of five directors, each of whom shall be appointed by Council and must be a resident of either the City of Ovilla or its Extra Territorial Jurisdiction (ETJ). Each member shall be appointed to serve two years with a place number to coincide with even/odd years. Not less than two directors shall be persons who are not employees, officers of the City or members of the Council.	
Mr. Ron Langenheder has advised staff that he would be interested in serving on the MDD.	
Recommendation / Staff Comments:	
N/A	
Sample Motion(s):	
<i>I move that Council appoint the following to the MDD Board:</i>	
Place 1 _____	Place 2 _____
Place 3 _____	Place 4 _____
Place 3 _____	
Place 5 _____	
AND/OR	
<i>I move that Council directs staff to continue solicitation for board applications and return to Council for review, consideration and appointment.</i>	

OVILLA MUNICIPAL DEVELOPMENT DISTRICT
BYLAWS



SECTION 1. REGISTERED OFFICE AND REGISTERED AGENT

The Ovilla Municipal Development District (the "District") shall have and continuously maintain in the City of Ovilla ("the City") a registered office, which registered office shall be the depository for all records of the district, and a registered agent whose office is identical with such registered office. The Registered Agent for the District shall be the City Secretary of the City of Ovilla. The registered office of the District shall be 105 S. Cockrell Hill Road, Ovilla, Texas 75154 whose mailing address is 105 S. Cockrell Hill Road, Ovilla, Texas 75154.

SECTION 2. PURPOSE

The District is a political subdivision of the State of Texas and the City for the purpose set forth in the Bylaws, the same to be accomplished on behalf of the City as its duly constituted authority and instrumentality in accordance with Chapter 377 of the Texas Local Government Code (the "Act"), other Applicable laws. The District was established for the purpose of developing and financing all permissible projects prescribed by the Act, specifically including a convention center facility or related improvement such as convention center, civic center, civic center building, civic center hotel or auditorium, together with parking areas or facilities that are used to park vehicles and that are located at or in the vicinity of other convention center facilities.

SECTION 3. POWERS

In the fulfillment of its purpose, the District shall be governed by the Act, and shall have all of the powers set forth and conferred in the Act, and in other applicable laws, subject to the limitations prescribed therein and herein and to the provisions thereof and hereof.

ARTICLE II
BOARD OF DIRECTORS

SECTION 1. NUMBER AND TERM OF OFFICE

- A. The property and affairs of the District shall be managed and controlled by the Board and subject to the restrictions imposed by law and these Bylaws. The Board shall exercise all of the powers of the District.
- B. The Board shall consist of five (5)-Directors, each of whom shall be appointed by the City Council of the City. Each of the Directors shall be a resident of Ellis County and the City of Ovilla.
- C. Each member of the Board shall be appointed and serve two (2) years or until a successor is appointed as hereinafter provided with initial terms staggered; with place numbers to coincide with even/odd years. Not less than two (2) directors shall be persons who are not employees, officers of the City or members of the City Council.
- D. Any Director may be removed from office by the City Council at will.

OVILLA MUNICIPAL DEVELOPMENT DISTRICT
BYLAWS



SECTION 2. VACANCIES AND RESIGNATIONS

A vacancy in any position of Director which occurs by reason of death, resignation, disqualification, removal or otherwise shall be filled by the City Council.

A Director may resign at any time. Such resignation shall be made in writing, addressed to the Mayor and the City Secretary, with a copy to the Board, and shall take effect at the time specified therein, or if no time is specified, at the time of its receipt by the City Secretary.

SECTION 3. MEETINGS AND DIRECTORS

Regular meetings of the Board will be on the **FIRST Monday** of each month at 6:00 P.M. at the registered office of the District. The President, or upon the President's incapacity, the Vice-President, may call special meetings of the Board of Directors at such times as may be required.

Notice of all meetings of the Board of Directors, or of a committee, shall be provided in accordance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code.

Any member of the Board of Directors of the District may have an item placed on the Agenda of a meeting by delivery, in writing, of the proposed Agenda item to the President or Secretary of the District not less than Five (5) calendar days prior to the date of the proposed meeting.

SECTION 4. QUORUM

A quorum shall consist of a majority of the Board, which shall be present for the conduct of the official business of the District. The act of a majority of the Directors at a meeting at which a quorum is in attendance shall constitute an action of the Board and of the District.

SECTION 5. COMPENSATION OF DIRECTORS

The Directors, including the President, Vice-President, Secretary and Treasurer shall not receive any salary or compensation for their services, however, Directors may, with prior approval of the Board, be reimbursed for their actual expenses incurred in the performance of their duties hereunder, including but not limited to the cost of travel, lodging and incidental expenses reasonably related to the duties of the Board. Travel expenses incurred by Directors for both regular and special meetings are not eligible for reimbursement.

OVILLA MUNICIPAL DEVELOPMENT DISTRICT
BYLAWS



ARTICLE II

OFFICERS

SECTION 1. TITLES AND TERM OF OFFICE

The Board of Directors shall also choose from its members a President and a Vice-President. The Board of Directors shall also choose a Secretary and a Treasurer who shall be members of the Board of Directors. Officers shall serve for terms of One (1) year, or until their successors are elected.

SECTION 2. POWERS AND DUTIES OF THE PRESIDENT

The President shall be the Chief Executive Officer of the District, and shall, subject to the authority of the Board, preside at all meetings of the Board, and absent any different designation by the majority of the Board, shall sign and execute all contracts, conveyances, franchises, bonds, deeds, assignments, mortgages and notes in the name of the District. In addition, the President shall:

- A. Call both regular and special meetings of the Board and establish the agenda for such.
- B. Have the right to vote on all matters coming before the Board.
- C. Have the authority to appoint standing or study committees to aid and assist the Board in its business undertaking or other matters incidental to the operation and functions of the Board.
- D. Perform all duties incident to the office, and such other duties as shall be prescribed from time to time by the Board.
- E. Appear before the City Council, or be represented by a designee, periodically to give a report on the status of the activities of the District, and
- F. Appear before the City Council, or be represented by a designee, regarding any item being considered by the City Council concerning the District.

SECTION 3. VICE-PRESIDENT

The Vice-President shall exercise the powers of the President during that officer's absence or inability to act. The Vice-President shall also perform other duties as from time to time may be assigned by the President or the Board.

SECTION 4. SECRETARY

The Secretary shall insure that: the minutes of the Board and its committees are recorded and retained as records of the District, all notices are posted and served as required by law, the books, records and all documents and instruments are open to public inspection upon application at the office of the District during business hours. The Secretary shall attest the signature of the President or any other officer of the District.

OVILLA MUNICIPAL DEVELOPMENT DISTRICT
BYLAWS



SECTION 5. TREASURER

The Treasurer shall have the responsibility to insure the proper handling, custody and security of all funds and securities of the District. The Treasurer may be required, at the expense of the District, to give such bond for the faithful discharge of the duties in such form and amount as the Board may require by resolution. The Treasurer shall assure a monthly financial report is provided to the Board concerning activities of the District.

SECTION 6. CONFLICT OF INTEREST

The members of the Board of Directors shall be considered local public officials within the meaning of Chapter 171 of the Texas Local Government Code. If a Director has a substantial interest, as that term is defined in said Chapter, in a business entity or real property, which is the subject of deliberation by the Board of Directors, the Director shall file an affidavit with the Secretary of the District stating the nature or extent of the interest. Such affidavit shall be filed prior to any vote or decision upon the matter of the Board of Directors, and if required by said Chapter, the interested Director shall abstain from any vote or decision upon the matter.

SECTION 7. IMPLIED DUTIES

The District is authorized to take such actions as it may deem reasonable or necessary to accomplish any of the purposes set out in these Bylaws in accordance with the Act and any other applicable law.

ARTICLE IV
FUNCTIONAL DUTIES AND RESPONSIBILITIES
GENERAL ECONOMIC DEVELOPMENT PLAN

The District may research, develop and prepare any Economics Development Plan for the City, which shall include proposed methods and the expected costs of implementation. The Plan shall include both short-term and long-term goals for the economic development of the City, proposed methods for the elimination of unemployment, through the expansion and development of a sound, retail, industrial and manufacturing base for and within the City. The District shall review and update the Plan each year prior to submission of the annual budget required by other provisions of these Bylaws.

SECTION 1. ANNUAL BUDGET

On or before August 1st of each year, the Treasurer shall prepare and present a proposed budget of expected revenues and proposed expenditures for the next ensuing fiscal year to the Board. The fiscal year of the District shall commence on October 1st of each year and end on September 30th.

OVILLA MUNICIPAL DEVELOPMENT DISTRICT
BYLAWS



SECTION 2. FINANCIAL BOOKS, RECORDS, AUDITS

The Treasurer shall keep and properly maintain, in accordance with generally accepted accounting principles, complete financial books, records, accounts and financial statements pertaining to its funds, activities and affairs.

The District's financial books, records, accounts, and financial statements shall be audited at least once each fiscal year by an outside, independent auditing and accounting firm selected by the District. Such audit shall be at the expense of the District.

ARTICLE V
MISCELLANEOUS PROVISIONS

SECTION 1. INDEMNIFICATION OF DIRECTORS, OFFICERS AND EMPLOYEES

As provided in the Act, the District is for the purpose of the Texas Tort Claims Act (Subchapter A, Chapter 101, Texas Civil Practices and Remedies Code), a governmental unit, and its actions are governmental functions. The District shall indemnify each and every member of the Board, its officers and its employees, and each member of the City Council and each employee of the City, to the fullest extent permitted by law against any and all liability or expense, including attorney fees, incurred by any of such person by reason of any actions or omissions that may arise out of the functions and activities of the District. The indemnity shall apply even if one or more of those to be indemnified was negligent or caused or contributed to cause any loss, claim, action or suit. Specifically, it is the intent of these Bylaws and the District to require the District to indemnify those named for indemnification, even for the consequences of the negligence of those indemnified which caused or contributed to cause any liability.

The District shall purchase and maintain insurance on behalf of any Director, Officer, employee or agent of the District, or on behalf of any person serving at the request of the District as a Board member, officer, employee or agent of another District, partnership, joint venture, trust or other enterprise, against any liability asserted against that person and incurred by that person in any such capacity or arising out of any such status with regard to the District, whether or not the District has the power to indemnify that person against liability for any of those acts.

SECTION 2. GIFTS

The Board may accept on behalf of the District any contribution, gift, bequest or device for the general purposes of the District.

OVILLA MUNICIPAL DEVELOPMENT DISTRICT
BYLAWS



SECTION 3. AMENDMENTS TO BYLAWS

These Bylaws may be amended or repealed and new Bylaws may be adopted by any affirmative vote of five (5) of the authorized Directors serving on the Board.

SECTION 4. EFFECTIVE DATE

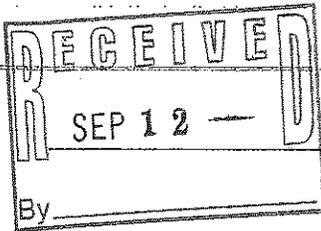
These Bylaws and any subsequent amendments hereto, shall be effective as of and from the date on which approval has been given by the Board of Directors of the Ovilla Municipal Development District.

CERTIFICATE OF SECRETARY

I certify I am the duly elected and acting Secretary of the Ovilla Municipal Development District, and the foregoing Amendments to the Bylaws were duly adopted at a meeting of the Board of Directors held on _____, 2010 and do constitute the Bylaws of the District.

Signed this _____ day of _____, 2010

Secretary of the Ovilla MDD _____



RETURN TO CITY SECRETARY'S OFFICE OR EMAIL TO woodall@cityofovilla.org
DATE RECEIVED: 9-12-14



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

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

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

Board and commission members must meet the required qualifications listed below:

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

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

BOARDS, COMMISSIONS, COMMITTEES	MEETING INFORMATION
<input type="checkbox"/> Planning and Zoning Commission	1 ST Monday of each month or as necessary – 7:00 PM
<input type="checkbox"/> Board of Adjustment	3 rd Monday of each month or as necessary – 7:00 PM
<input type="checkbox"/> Economic Development Corporation	3 rd Monday of each month or as necessary – 6:00 PM
<input type="checkbox"/> Municipal Development District	As necessary
<input type="checkbox"/> Municipal Services Advisory Committee	As necessary
<input checked="" type="checkbox"/> Park Development & Improvement	As necessary

NAME BON LANGENHEDER

HOME ADDRESS 1905 WESTMORELAND RD.
1 MILE SOUTH OF RED OAK CREEK WEST SIDE

HOW LONG HAVE YOU LIVED IN OVILLA? 22 YR EMAIL _____

HOME TELEPHONE _____ BUSINESS TELEPHONE _____

PROFESSION RETIRED ELLIS COUNTY TREASURER

INTERESTS _____

1.) DO YOU HAVE EXPERIENCE THAT WOULD QUALIFY YOU FOR SERVING ON A PARTICULAR COMMITTEE?

40 YEARS IN BUSINESS SALES, MARKETING
ENGINEERING

2.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION IN OVILLA?

NO

3.) HAVE YOU SERVED AS A MEMBER OF ANY MUNICIPAL BOARD OR COMMISSION FOR ANOTHER MUNICIPALITY?

If yes to one or both, please list the municipality, committee and dates served:

ELLIS COUNTY TREASURER 2003 - 2006

4.) PLEASE LIST ANY CIVIC OR COMMUNITY ACTIVITIES IN WHICH YOU MAY HAVE PARTICIPATED.

❖ OVILLA SERVICE LEAGUE VOLUNTEER
❖ _____
❖ _____

5.) DO YOU HAVE ANY RELATIVES THAT ARE CITY EMPLOYEES, MEMBER OF THE CITY COUNCIL OR SERVE ON ANY BOARD? YES OR NO If yes, please list:

6.) WHAT IS YOUR CURRENT PLACE OF EMPLOYMENT OR BUSINESS AFFILIATION? (Please indicate if you are self-employed, home-maker, retired) RETIRED

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied or to the Board/Commission to which I am needed.

Ron Langenheder
SIGNATURE

9/12/14
DATE

RON LANGENHEDER
PRINTED NAME OF APPLICANT

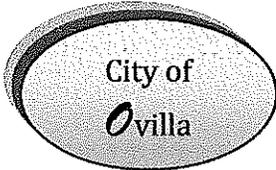


CITY OF OVILLA OFFICIAL USE ONLY

DATE APPOINTED _____ COMMITTEE APPOINTED TO _____

RETURN TO CITY HALL,
105 SOUTH COCKRELL HILL ROAD,
OVILLA, TX 75154
972-617-7262

ATTENTION: Pamela Woodall



Ovilla City Council

AGENDA ITEM REPORT

Item 10

Meeting Date: January 12, 2015

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Cyndy Powell, CA

Amount: N/A

Reviewed By: City Administrator City Secretary City Attorney

Accountant Other: Staff

Attachments:	
1. Bank Depository Services – Request for Proposal	
Agenda Item / Topic:	
ITEM 10.	<i>DISCUSSION/ACTION</i> – Consideration of and action approving publication of the Request for Proposal for Bank Depository Services and setting a date and time for the City Council Finance Committee to review the qualifying proposals.
Discussion / Justification:	
The current banking agreement with Prosperity Bank expires in May 2015 and has no further extensions.	
Recommendation / Staff Comments:	
Staff recommends the Request for Proposals for Banking Depository Services be approved for publication and distribution on Wednesday, January 14, 2015. Proposal deadline is Friday, January 30, 2015 by 4:00 p.m. City Council will consider the Finance Committee's recommendation of the banking institution that provides the best value to the City at the March 09, 2015 Regular Meeting.	
This item is provided to approve publication of the RFP and set a meeting of the City Council Finance Committee to review the qualifying proposals:	
<p><i>Thursday, February 12, 2105, 4:00 p.m. or 5:00 p.m.</i> <i>Thursday, February 19, 2015, 4:00 p.m. or 5:00 p.m.</i></p>	
City Council Finance Committee consists of Mayor Richard Dormier, Place 4 Doug Hunt, and Mayor Pro Tem David Griffin.	
Sample Motion(s):	
<i>I move that Council approve/deny publication of the Request for Proposal for Bank Depository Services and setting a date and time for the City Council Finance Committee to review the qualifying proposals on _____ at _____ o'clock.</i>	



City of Ovilla
Request for Proposal
Bank Depository Services
January 14, 2015

The City of Ovilla, Texas (the "CITY") is requesting proposals from qualified Financial Institutions for Bank Depository Services. The initial contract period will begin June 01, 2015 and end May 31, 2018 with two one-year extensions.

This Request for Proposal ("RFP") defines the minimum specifications, scope of services and outlines the requirements that must be met by Financial Institutions interested in providing such products and services. Financial Institutions shall carefully examine the entire RFP and any addenda thereto, and all related materials referenced in RFP. Financial Institutions are advised to read all sections of this RFP before submitting a proposal.

Proposals will be accepted at Ovilla City Hall, 105 S. Cockrell Hill Road, Ovilla, Texas 75154; until Friday, January 30, 2015, at 4:00 p.m., prevailing local time. Deadline for questions is Tuesday, January 20, 2015 at 5:00 p.m. via email to lharding@cityofovilla.org. Responses to questions will be posted/mailed by Friday, January 23, 2015.

All sealed proposals must be **addressed to City Secretary, City of Ovilla, and bear the title "The City of Ovilla, Texas - Bank Depository Services" along with the vendor's name and address.** Submit five (5) complete copies and one electronic copy of proposal. Facsimile proposals will not be accepted. Late proposals will not be considered. It is the responsibility of the proposer to ensure that the proposal arrives at the correct location by the correct time.

Contact Linda Harding, 972-617-7262 if you have any questions regarding the proposal process. Any firms found to be soliciting other representatives of the City during this Request for Proposal process may be disqualified.

All proposals and information submitted in response to this RFP shall become public record upon proposal opening and will be available for review upon request. The City reserves the right to reject any and all responses and to waive any irregularities and informalities in the proposal process. We look forward to receiving your response.

Pamela Woodall, City Secretary
City of Ovilla
105 S. Cockrell Hill Road
Ovilla, Texas 75154
972-617-7262



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INTRODUCTION

The City of Ovilla (the "City") pursuant to Chapter 105, Texas Local Government Code is requesting proposals from eligible and qualified financial institutions to provide the City banking services as described below. The services provided will be in accordance with this Request for Proposal (the "RFP") and attachments. It is the City's intent that a Bank Depository Services Agreement detailing the services to be provided will be duly executed between the City of Ovilla and the selected financial institution.

Any and all charges and fees associated with the Bank Depository Services Agreement must be clearly and accurately included in the RFP response. The charges and fees represented in the RFP response shall overrule any and all previous bank service or other agreements between the City and the financial institution, as they relate to the accounts and services included herein. The City will not be obligated by any charges and fees not clearly and accurately presented in the RFP response. Services initiated after consummation of the Bank Depository Services Agreement shall carry charges and fees mutually agreed to, in writing, by the City and the financial institution. Regardless of time delay, the financial institution shall refund or credit the City for any erroneous charges and fees not agreed to in writing.

The philosophy incorporated into this RFP is to solicit bids for banking services currently utilized or considered by the City. The City intends to manage its funds to minimize service charges and optimize investment income as authorized by policy and permitted by state law. The City anticipates that future collected funds balances will be reduced and/or invested in available investment alternatives.

The new agreement period will be for a period of June 1, 2015 through May 31, 2018, with a provision for two one-year continuations under the same terms and conditions of the contract, subject to the mutual agreement of both parties. The agreement will also provide for an extension period not to exceed ninety (90) days for the transition to a new bank at the end of the term, if necessary.

The City reserves the right to open or close any number or type of accounts, as it deems necessary throughout the term of the agreement. Any fee charged for services not listed but later requested by the City will be mutually agreed upon in writing. All fees shall be fixed for the entire contract period.

The Bank Depository Services Agreement is an important component of the treasury and cash management system of the City. From this perspective, the City is seeking a financial institution that is:

- ◆ The best value to the City,
- ◆ Capable of providing the services required by the City,
- ◆ Meets the requirements of Chapter 105 of the Texas Local Government Code,
- ◆ Willing to be attentive and responsive to the City's financial matters, and
- ◆ Financially sound and meets the City's requirements.



REQUEST for PROPOSAL

This RFP is intended to serve as the bid form for the Bank Depository Services Agreement. There are multiple blanks to fill in and questions to be answered. The evaluation of the bidder's proposal will be based on the responses include herein.

Exceptions, conditions, or qualifications to the provisions of the City's specifications or requirements must be clearly identified as such, with the reasons therefore, and alternate language proposed by bidder, if any, clearly stated and inserted in the appropriate place in the bid submission.

Each of these exceptions, conditions, or qualifications to the City's specifications may be included, as appropriate, in the Contract documents. Items and matters not explicitly excepted in this manner shall be deemed to be in conformance with the City's specifications.

The RFP also requests certain information to be attached and specifically labeled. Responses must be complete, address all aspects of the RFP, and include all requested information to receive full consideration by the City in the selection process. The City may choose to waive any irregularities in any responses received and reserves the right to reject all proposals.

The City desires to enter into a contract of mutual party benefit and will answer all questions pertaining to this RFP. Please note the following calendar of events for the dates and times of key elements in the bid procedure.

CALENDAR OF EVENTS

TARGET DATE	DESCRIPTION OF EVENTS
Wed. January 14, 2105	RFP distributed to prospective financial institutions
Tues. January 20, 2015, 5:00 p.m.	Deadline for questions to LHarding@cityofovilla.org
Friday, January 23, 2015, 5:00 p.m.	Responses to questions posted/emailed
Friday, January 30, 2015	Responses due 4:00 P.M. at City Hall, 105 S. Cockrell Hill
TBD	City Council Finance Committee consider proposals
Monday, March 09, 2015	City Council consideration of contract award
Monday, June 01, 2015	New Bank Depository Services Agreement period begins



CRITERIA FOR EVALUATION

The City shall carefully review the submitted proposals. The Finance Committee's recommendation to Council shall be based on the proposal determined to be "the best value" for the City. The evaluation of the proposals will be made based on, but not limited to, the following criteria, in no particular order of priority:

- ◆ Ability to perform and provide the required and requested services;
- ◆ Reputation of bidder and quality of services;
- ◆ Cost of services;
- ◆ Funds availability;
- ◆ Interest paid on interest bearing accounts and deposits;
- ◆ Earnings credit calculation on account balances;
- ◆ Completeness of bid and agreement to points outlined in the RFP;
- ◆ Previous service relationship with the City; and
- ◆ Financial strength and stability of institution.



ACCOUNT ACTIVITIES

Governmental Funds: As of the end of the November 30, 2014, the City's governmental funds reported combined ending fund balances of \$3,460,732. Approximately 87% of this total amount \$1,842,389 constitutes unreserved fund balance. The remainder of the fund balance is reserved to indicate that it is not available for new spending because it has already been committed to pay for debt service. The debt service fund has a total fund balance of \$51,711. The net decrease in fund balance during the current year in the debt service fund was \$59,017. The **General Fund** is the chief operating fund of the City. At the end of the current fiscal year, unreserved fund balance of the general fund was \$1,008,422. Unreserved fund balance represents 29.14% of total general fund expenditures. The fund balance of the City's general fund increased \$346,699 during the current fiscal year. Unrestricted net assets of the **Water and Sewer Fund** at the end of the year amounted to \$833,966. Net assets decreased in 2014 by \$12,747. Other factors concerning the finances of this fund have already been addressed in the analysis of the City's operations.

The City has a 57-person payroll paid bi-weekly with checks and direct deposits drawn on the Payroll Account in the approximate amount of \$41,000 per payroll. The City offers its employee's direct deposit of payroll with 56 employees utilizing direct deposit. The General Fund averages 109 checks issued each month and an average of 41 deposits. The W&S Fund averages 33 checks per month with an average expenditure of \$140,331 per month, with an average of 41 deposits per month. The General Fund, W&S Fund, Police Department Fund, and Fire Department Auxiliary Funds issue checks.

City of Ovilla banking information as of 12-11-2014 is Attachment 1. The City of Ovilla currently has twenty two accounts with an estimated value of \$3,460,732. City of Ovilla Investment Policy - Attachment 2.

Special revenue funds are used to account for the proceeds of specific revenue sources that are restricted by law or administrative action to be used for specified purposes:

- Fire Dept. Auxiliary – This fund is used to account for donations to the Fire Dept., which in turn is spent on education, awards and community services.
- Park Impact Fund – This fund is used to account for funds received from an impact fee accessed thru new building permits and are used to purchase new park equipment and make improvements to parks.
- Police Department Special Fund – This fund is used to account for donations to the Police department, which in turn is spent, on education, protective equipment, awards and community services.
- 4B EDC Fund – This fund is used to account for the Ovilla Economic Development Corporation created to promote economic development in Ovilla.
- Employee Benefits Fund – This fund is used to account for the city funds and employee paid funds associated with the employee benefit of health policies.
- Municipal Development District – This fund is used to account for the MDD created to develop and finance permissible projects such as convention center, civic center, and facilities.



BANK DEPOSITORY SERVICES

The City requests information on the following services:

- A. Balance Reporting – The City requires online balance reporting for daily access to its account balance information. The minimum information to be contained in the electronic reporting should be for the previous business day and include: ledger balance, collected balance, one day float amount, two day float amount, total credits, total debits, and detail debits and credits. Availability to access same-day information, historical statements, is requested and access to the information through the internet is required. Historical information should be maintained online and accessible for two months. Deposits by remote capture is requested.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

- B. Controlled Disbursement – The City could potentially in the future consider the use of a controlled disbursement account. The controlled disbursement presentment notification should also be accessible through Balance Reporting. This information should be available and accessible by 10:00 A.M. local time.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

- C. Positive Pay and Account Reconciliation - The City has a requirement for positive pay and full account reconciliation services on the all of the City's Accounts. The Bank would only honor those checks issued by the City that are pre-authorized through the positive pay system. Positive Pay files will be transmitted electronically.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

- D. ACH Debit Blocking – The City has a requirement for ACH debit blocking capabilities on its accounts, with the ability to selectively permit specified ACH debits on certain accounts and restrict all ACH debits from certain accounts.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____



E. Account Analysis – The City desires account analysis statements delivered to the City on a monthly basis by individual account and at group level, which will reflect average ledger balance, average uncollected funds, average collected balance, reserve requirement, average available balance, rate and amount of earnings credit, detail of services provided with quantities and unit fees for each, and total service cost.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

F. Bank Statements - Statements shall be rendered within seven (7) working days after the close of the calendar month. Statements or accounts shall not be placed in dormant mode for inactivity. The statement shall include debits and credits made on the last day of the period and the detail items. Bank statements should be received on a monthly basis, even if there is no activity for the account.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

G. Credit Card Payments – The City allows its patrons to pay for certain charges utilizing credit cards. The City currently recognizes the Visa and MasterCard logo and accepts credit card payments for Utility Services via the internet. The City maintains a separate credit card-processing contract.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

H. Collateralization – The balances maintained in all accounts must be collateralized in the same manner and under the same stipulations as outlined in the Collateral Requirements section. The City anticipates utilizing interest bearing accounts or an overnight sweep investment option. In the event interest-bearing accounts are utilized, the maximum ledger balances could exceed \$2,000,000 in the aggregate during the months of December and January of each year. Historically the average balances are less than \$300,000. Each account shall be insured and collateralized. Please clearly explain any collateral limitations or fees. The City reserves the right to maximize or minimize bank balances regardless of historical patterns. It is expected that the successful bank will monitor the collateral adequacy on a daily basis and, with prior notice by the City, provide additional collateral to secure balances in excess of anticipated levels.



Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

- I. Sweep Account – If interest-bearing accounts are not utilized, the City requires the use of a sweep account for overnight investment of funds in excess of a target balance in the Pooled Cash Accounts. This sweep investment account shall comply with the Public Funds Investment Act and Investment Policy.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

- J. Payment for Services – The City may elect to pay for all services provided by the earnings credit amount generated by account balances, or by direct payment, or a combination of both.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

- K. Account Settlement – Settlement of the excess/deficient condition as reflected by the group level account analysis is to occur on a quarterly basis.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

- L. Research – The City requests that all research requests are responded to within three business days of the request.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____



M. Bank Errors – Bank errors resulting in lost interest to the City will be reimbursed by the Bank to the City. The method of reimbursement will be agreed upon by the Bank and the City.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

N. NSF Items – The City desires for NSF/Charge-backs to be processed or run through twice before charging back to the City's Master Account.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

COLLATERAL REQUIREMENTS

A. As security for the deposits of the City, the successful bank shall pledge securities equal to 102% of their market value, of the largest total balances the City maintains in the bank, less the amount provided by the Federal Deposit Insurance Corporation. The securities so pledged shall satisfy the requirements of the Public Funds Collateral Act, Chapter 2257, Texas Government Code, and the Investment Policy (Attached).

B. The securities pledged shall be held in safekeeping at an independent financial institution acceptable to both the City and the successful bank. The original copy of all security receipts shall be filed with the City Secretary.

C. The successful bank and the custodial bank shall provide the City a report of securities pledged at the end of each month or at any time requested by the City. The report should reflect the total pledged securities itemized by:

Name
Type / Description
CUSIP
Par Value
Market Value
Maturity Date
Rating by Moody's or Standard & Poor's

D. Any substitutions of the securities or reductions in the total amount pledged shall be made only by and with the proper written authorization of an authorized City signatory. The City shall approve all securities pledged. In the case of reduction requests, the bank shall provide in writing that collateral shall be available when needed to meet normal balance increases throughout the year.



E. The Board of Directors or designated committee of the successful bank will be required to provide a resolution of certification approving the commitment and delivery of the collateral to the safekeeping institution not later than five days before the commencement of the contract period.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

INVESTMENT ACTIVITIES

A. Direct Investment Alternative – The City’s direct investment activities may take place in City accounts. The City requires that it have the ability to move funds between accounts via a secure Internet site. The City shall have the right, at its sole discretion, to direct investment of its funds. The successful bank will be required to provide clearing and safekeeping services for City investment activity. The attached Investment Policy outlines the City’s options for investing any and all funds. The policy is subject to annual review.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

OVERDRAFT PROVISIONS

The City does not intend to have a net overdraft position occur during the course of the contract period. A net overdraft shall be defined as a negative balance in the City’s accounts collectively, not by individual account.

In the event a check or checks shall be presented for payment where there is insufficient funds for the purpose of paying checks, the successful bank agrees to promptly notify the City Secretary/Office Manager or other signatory person, by telephone or other means, of the overdraft condition, and to provide the City a period not exceeding one business day to respond and rectify the condition.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____



OTHER STIPULATIONS

- A. The successful bidder shall notify the City in writing within ten (10) days of any changes in Federal or State regulations or laws that would affect the Bank Depository Services Agreement.
- B. Notification of wire transfers shall be made by a written confirmation mailed to the City the same day of the transaction.
- C. In the event it would be ruled illegal under the provisions of any Federal or State laws or regulations for the successful bank to comply with the requirements of the Bank Depository Services Agreement, then the City expressly reserves the right and privilege to cancel the Bank Depository Services Agreement and to re-bid.
- D. The successful bank's records relating to the City's accounts shall be open for review during normal business hours by designated staff members or appointed independent auditors.
- E. The City reserves the right to open and maintain one or more demand accounts at financial institutions not affiliated with the successful bank.
- F. The City expressly reserves the right to terminate the depository agreement with or without cause at any time by providing written notice to the depository to close its accounts.

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____

BIDDING REQUIREMENTS

- A. Sealed Proposals will be accepted at Ovilla City Hall until Friday, January 16, 2015, at 4:00 p.m., prevailing local time.
- B. All sealed proposals must be addressed to City Secretary, City of Ovilla, and bear the title "**The City of Ovilla, Texas - Bank Depository Services.**" along with the vendor's name and address.

Ms. Pamela Woodall, City Secretary
City of Ovilla
105 S. Cockrell Hill Rd.
Ovilla, TX 75154
972-617-7262

- C. NO PROPOSAL SHALL BE RECEIVED AFTER 4:00 P.M. ON THE DATE DUE.
- D. The proposing institution shall use this RFP as the Official Bid Form. Submitted prices, rates, conditions, and answers shall be included in final contract form. The signed, submitted



response should include printed copies of all completed worksheets and will be deemed the respondent's official proposal.

- E. The City reserves the right to request additional information or to meet with representatives from proposing organizations to discuss points in the proposal before and after submission, any and all of which may be used in forming a recommendation.
- F. The City reserves the right to reject any and all proposals, and to accept the proposal it considers in its best interest based upon the requirements and descriptions outlined in this RFP.
- G. Bidder must qualify under current Texas law as a state or national bank to serve as a municipal depository bank.
- H. Transfer of funds will commence at such time the successful bank has provided the City with all required forms and supplies necessary to insure uninterrupted day-to-day operations. The successful bank commits its "best efforts" to complete the execution of documentation and transfer of funds by contract period start date. Failure to complete by the start date, at the discretion of the City, could be considered grounds for bid bond forfeiture and alternative bank selection.
- I. The successful bank shall, upon termination of contract, cooperate with the new bank for transfer of funds.
- J. There will be no formal bid opening at the expiration of the response deadline. Upon written request, a copy of the accepted proposal will be available after the City Council selects the successful bank.
- K. Any questions concerning this RFP should be directed to:

City Accountant, Linda Harding
City of Ovilla
105 S. Cockrell Hill Rd.
Ovilla, TX 75154
972-617-7262
lharding@cityofovilla.org

Yes, can provide as requested/required.

No, cannot provide as requested/required.

Comment. _____



MISCELLANEOUS

- A. The City shall reserve the right to a review meeting when needed to evaluate the working relationship between the City and the successful bank. The objective shall be to address any problems and to seek solutions as well as keeping abreast of changes, new services, or new requirements.
- B. The final appointment of the successful bank shall be made by contract award of the Ovilla City Council. The successful bank shall be required to enter into a contract that incorporates all of the requirements of their submitted RFP as the OFFICIAL BID FORM, along with the accompanying related schedules and materials as called for in this RFP. Additional contract attachments include: collateral custodial agreement, FIRREA bank certification, and PFIA investment provider certification.
- C. This RFP has been duly advertised and is being offered for consideration to financial institutions.

This Request for Proposal is being offered by the following person duly authorized to act on behalf of the City, Pamela Woodall, City Secretary.



BANK ACCOUNT INFORMATION
 (same information provided on page 6, Account Activities)

Governmental Funds: As of the end of the November 30, 2014, the City's governmental funds reported combined ending fund balances of \$3,460,732. Approximately 87% of this total amount \$1,842,389 constitutes unreserved fund balance. The remainder of the fund balance is reserved to indicate that it is not available for new spending because it has already been committed to pay for debt service. The debt service fund has a total fund balance of \$51,711. The net decrease in fund balance during the current year in the debt service fund was \$59,017. The **General Fund** is the chief operating fund of the City. At the end of the current fiscal year, unreserved fund balance of the general fund was \$1,008,422. Unreserved fund balance represents 29.14% of total general fund expenditures. The fund balance of the City's general fund increased \$346,699 during the current fiscal year. Unrestricted net assets of the **Water and Sewer Fund** at the end of the year amounted to \$833,966. Net assets decreased in 2014 by \$12,747. Other factors concerning the finances of this fund have already been addressed in the analysis of the City's operations.

The City has a 57-person payroll paid bi-weekly with checks and direct deposits drawn on the Payroll Account in the approximate amount of \$41,000 per payroll. The City offers its employee's direct deposit of payroll with 56 employees utilizing direct deposit. The General Fund averages 109 checks issued each month and an average of 41 deposits. The W&S Fund averages 33 checks per month with an average expenditure of \$140,331.per month, with an average of 41 deposits per month. The General Fund, W&S Fund, Police Department Fund, and Fire Department Auxiliary Funds issue checks.

City of Ovilla banking information as of 12-11-2014 is Attachment 1. The City of Ovilla currently has twenty two accounts with an estimated value of \$3,460,732. City of Ovilla Investment Policy - Attachment 2.

BANKING SERVICES FEE SCHEDULE

Bank Name: _____

	Charge per Item	Monthly Service Charge
Account Maintenance	_____	_____
Number of Deposits	_____	_____
Outgoing Wire Transfers	_____	_____
Incoming Wire Transfers	_____	_____
Stop Payments	_____	_____
Returned Items (NSF)	_____	_____
Fine Sort Checks	_____	_____
Research Items	_____	_____



Locking Bank Bags	_____	_____
Endorsement Stamps	_____	_____
Direct Deposits (ACH Processing)	_____	_____
Daily Balance Reporting	_____	_____
Zero Balanced Accounts	_____	_____
Reconciliation	_____	_____
Commercial Deposits	_____	_____
	Charge per Item	Monthly Service Charge
Check Processing	_____	_____
Check Printing (per 500)	_____	_____
Printed Deposit Slips (per 200)	_____	_____
Computer Access to Accounts	_____	_____
On-line Banking	_____	_____
Microfilming or imaging of checks	_____	_____
Night Deposit Services	_____	_____
Other – Specify:	_____	_____
Charges for handling	_____	_____
Temporary Overdrafts	_____	_____
Remotely Deposit Checks	_____	_____
Machine to process Checks Remotely	_____	_____
Check Cashing for Employees	_____	_____
Total Annual Service Charge	_____	_____

1) Certificates of Deposit \$100,000 (or more):

Term	Rate	Minimum \$	Maximum \$
7 to 29 days	_____	_____	_____
30 to 59 days	_____	_____	_____
60 to 89 days	_____	_____	_____
90 to 119 days	_____	_____	_____



120 to 149 days			
150 to 179 days			
180 to 269 days			
270 to 364 days			
1 to 2 years			
2 to 3 years			

2) Overdrafts:

Overdrafts are not anticipated to occur, however, should a net overdraft condition occur, the following stipulations shall apply:

Maximum number of banking days the overdraft shall be allowed: _____

Maximum amount of the overdraft: \$. _____

Interest rate per annum computed on the overdraft: _____ %

3) The City requests one relationship manager to coordinate the financial institution's efforts in providing the requested services. This individual will be the City contact and will be directly responsible for facilitating all City/financial institution interaction:

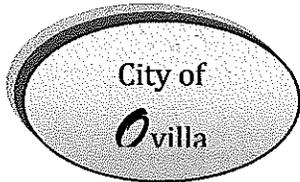
Description	Name	Title	Phone
Relationship Officer			

Name of Officer most likely to answer questions pertaining to information presented within the proposal.



RESPONSE DOCUMENTS (Please label and attach in the order requested):

1. Monthly account analysis statement that will be provided to the City, and indicate any capability to provide the information electronically.
2. Explanation of the institutions' policy and methodology used in setting rates paid on interest bearing accounts and account analysis earnings credit. Indicate if they are based on a market rate such as T-Bill discount or yield rate, or the federal funds rate, etc., and when the rates are changed. Also, please provide a historical schedule of rates paid.
3. Collateral agreement clearly stating that the custodian is instructed to release the collateralized securities to the City if the City has determined that the bank has failed to pay on any accounts, or the City has determined that the City's funds are in jeopardy for any reason, including but not limited to involuntary closure or change in ownership. The collateral agreement shall have signatories and be executed by the custodian, the successful bank, and the City.
4. Latest annual financial statements, the most recent quarterly F.D.I.C. call reports, and the Uniform Bank Performance Report for the latest fiscal year end.
5. Information describing the institution's security measures to prevent fraud and unauthorized electronic and non-electronic transfers, and protect the integrity of computer banking services and internal computer systems.
6. Technology specifications for use of all proposed electronic systems and services.
7. Sample safekeeping report of the information the City shall receive monthly from the Custodian.
8. Information on the sweep/overnight investment account recommended for use by the City.
9. Summary of the institution's business continuation plans as they pertain to the City's ability to perform normal banking functions during natural and un-natural bank operation disruptions, including a Statement of Commitment to provide the City continuous and ongoing bank depository services to the best of the financial institution's ability.
10. Lists of Comparable References and Current Texas Public Funds Clients.



Villa City Council

AGENDA ITEM REPORT

Item 11

Meeting Date: January 12, 2015

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Cyndy Powell, CA

Amount: N/A

Reviewed By: City Administrator

City Secretary

City Attorney

Accountant

Other: Staff

Attachments:	
1. Fire Chief Position Description	
Agenda Item / Topic:	
ITEM 11.	<i>DISCUSSION/ACTION</i> – Consideration of and action on revising the Fire Chief position from part-time to a full-time classification and consider whether to post position externally.
Discussion / Justification:	
This item has been included at the request of Councilman Doug Hunt, Place 4 to discuss the change in classification of the current position of part-time Fire Chief to a full-time position.	
Recommendation / Staff Comments:	
The City's position of part-time Fire Chief was vacated December 28, 2014 and City Administrator Powell appointed Lieutenant Brandon Kennedy Interim Fire Chief. Powell recommended the position remain part-time and that internal applicants be considered for the position. Salaries for part-time Fire Chief positions range from \$26.00 per hour to \$39.00 per hour. Salaries for full-time Fire Chief positions range from \$60,000 to \$104,000. (Data from the August 2014 Salary Survey).	
Sample Motion(s):	
<i>I move to approve/deny</i> revising the Fire Chief position from part-time to a full-time classification.	
<i>I move to approve/deny</i> posting the Fire Chief position externally.	

CITY OF OVILLA
JOB DESCRIPTION

TITLE: Fire Chief – Part-time
REPORTS TO: City Administrator

DATE: 12-22-2014
DEPT: Fire

JOB SUMMARY:

Directly responsible for supervising all activities of the Fire Department including fire prevention, fire suppression and emergency medical services. Supervises all full-time, part-time, and seasonal employees of the Fire Department and acts as the City's liaison with the Ovilla Volunteer Firefighters.

SUPERVISION RECEIVED AND EXERCISED:

Receives administrative direction from the City Administrator. Exercises supervision, directly or through subordinate supervisors, over Fire Department personnel.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

1. Directs, oversees and participates in the development of the Department's written work-plan; schedules and assigns work activities, projects and programs; monitors work flow; reviews and evaluates work results, methods and procedures.
2. Responds to all fire, rescue and emergency medical calls while on duty and assists volunteers as needed.
3. Develops and proposes programs, policies and budget estimates deemed necessary to maintain a modern, efficient and effective fire department. Approves all purchases for the Department according to the approved purchasing policy.
4. Coordinates all scheduling, training and policy development with both paid and volunteer work force.
5. Coordinates the releasing of Fire Department related information to the news media.
6. Maintains a high standard of performance and confidence through instruction and training for members of the department.
7. Answers citizen questions or complaints about Fire Department activities.
8. Oversees and coordinates all fire prevention activities in Ovilla.
9. Drafts and maintains an emergency/disaster plan for the City of Ovilla and assists the Emergency Management Coordinator.

JOB DESCRIPTION – Fire Chief

Page 2

10. Attends City Council meetings and other related meetings.
11. Attends ESD #2 and #4 meetings and has ultimate responsibility for all coordination between the City and ESD's.
12. Coordinates Fire Department activities with those of other departments and outside agencies and organizations; provides staff assistance to the City Administrator; prepares and presents staff reports and other necessary correspondence.
13. Serves as a member of the City's management team; provides information and recommendations regarding operations; assists in making decisions related to all facets of municipal government.
14. Develops long-range programs and plans for increased effectiveness of the Department.
15. Cultivates good community relations by appearing before civic, fraternal and other community groups.
16. Prepares both technical and operational reports as required by state law and local policy.
17. Performs other duties as directed by the City Administrator.

EXPERIENCE AND EDUCATION:

- Advanced Fire Certification from the Texas Commission on Fire Protection, Master Fire Certification preferred.
- Fire Instructor II from the Texas Commission on Fire Protection.
- Associate Degree in Business or Fire Administration or 60 college hours in related field.
- Ability to obtain Head of Department from the Texas Commission on Fire Protection.
- Minimum of 3 years work experience at the rank of Lieutenant or higher in a municipal fire department.
- Fire Officer II or successful completion of Texas Fire Chief Academy.
- Valid Class B, Texas driver's license.
- Previous Experience with volunteer firefighters.
- Working knowledge of Incident Command System.
- Experience in hazardous materials.
- Minimum certification of EMT-P from the Texas Department of Health.
- Must be able to perform all duties required of firefighting or EMS personnel.
- Any combination of equivalent experience that provides the necessary knowledge, skills, and abilities to perform the duties of the Fire Chief proficiently.

CERTIFIED EXECUTIVE SESSION AGENDA

Date: 12 January 2015

I, Richard Dormier, Mayor of the City of Ovilla, Texas hereby convene into Executive Session at _____ p.m. on the 12 day of January 2015.

The following Council Members and staff attended:

Council Members

Staff Members

Others

- ___ Mayor, Richard Dormier
- ___ PL3, Mayor Pro Tem David Griffin
- ___ Place 1, Rachel Huber
- ___ Place 2, Larry Stevenson
- ___ Place 4, Doug Hunt
- ___ Place 5, Dean Oberg

- ___ Cyndy Powell, City Administrator
- ___ P. Woodall, City Secretary

- ___ City Attorney, Ron MacFarlane
- ___ Other Legal Counsel

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

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

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

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

ITEM 12:

DISCUSSION/ACTION - The City Council will meet in closed session pursuant to Section 551.074 of the Texas Government Code for consultation and review pertaining to the appointment, employment, evaluation, reassignment or duties of the City Administrator.

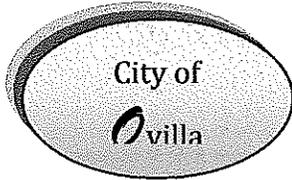
COUNCIL WILL RECONVENE INTO OPEN SESSION, AND TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION, IF NEEDED.

Discussion/Motions:

I, Richard Dormier, Mayor, hereby adjourn the Executive Session at _____ p.m. on the 12 day of January 2015. No Action was taken in Executive Session. Any action, as a result of this Executive Session, will be taken and recorded in open session.

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

Richard Dormier, Mayor



Villa City Council

AGENDA ITEM REPORT

Item 12

Meeting Date: January 12, 2015

Department: Administration

Discussion Action

Budgeted Expense: YES NO N/A

Submitted By: Cyndy Powell, CA

Amount: N/A

Reviewed By: City Administrator

City Secretary

City Attorney

Accountant

Other: Staff

Attachments:	
1. Certified Executive Session Agenda	
Agenda Item / Topic:	
ITEM 12.	<i>DISCUSSION/ACTION</i> – The City Council will meet in closed session pursuant to Section 551.074 of the Texas Government Code for consultation and review pertaining to the appointment, employment, evaluation, reassignment or duties of the City Administrator.
Discussion / Justification:	
Recommendation / Staff Comments:	
N/A	
Sample Motion(s):	
<i>I move that Council. . .</i>	