

**CITY OF OVILLA MINUTES**  
**Monday, August 10, 2020**  
**City Council Meeting**  
**105 S. Cockrell Hill Road, Ovilla, TX 75154**

In accordance with order of the Office of the Governor issued March 16, 2020, the CITY COUNCIL of the CITY OF OVILLA conducted a meeting at 6:30 PM, Monday, August 10, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). [There was no public access to the location described above.]

The public was permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

Mayor Dormier called the Council Meeting of the Ovilla City Council to order at 6:35 pm, with notice of the meeting duly posted.

The following City Council Members were present or on teleconference call:

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

Mayor Dormier noted the participating Council Members, thus constituting a quorum. City Secretary, department directors and various staff were also present and on the teleconference call.

**CALL TO ORDER**

PL4 Hunt gave the invocation and PL1 Huber led the reciting of the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

**I. ANNOUNCEMENTS, PRESENTATIONS, COMMENTS**

Proclamation:

1. Daughters of the American Revolution Constitution Week

Mayor read aloud the proclamation. The representative for the Daughters of the American Revolution gave her thanks to the City of Ovilla.

**CITIZEN COMMENTS:**

1. None

**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 on the regular agenda during this meeting.*

1. Materials Testing Agreement with Fargo Engineering for Water Street Bridge Project
2. Eikon Consulting Group, Additional Services Request 2 for Water Street Bridge
3. Trinity River Authority Technical Services Fee Annual Agreement
4. TX Department of Transportation, Impact to 0.15 acres of Heritage Park
5. GovPilot - Master Subscription Agreement Annual Renewal
6. Minutes of the May 29, 2020 Special Council Meeting
7. Minutes of the June 08, 2020 Regular Council Meeting

8. Minutes of the June 18, 2020 Special Council Meeting
9. Minutes of the July 20, 2020 Special Council Meeting
10. Minutes of the July 22, 2020 Special Council Meeting

PL5 Myers moved to approve all consent items as presented, seconded by PL1 Huber.  
*No oppositions, no abstentions.*

**VOTE: The motion to approve carried unanimously: 5-0.**

**Recorded Vote:**

PI1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

**REGULAR AGENDA**

- ITEM 1. DISCUSSION/ACTION** – Update on Boy Scout Eagle Project and possible City participation.

**Addressed:**

- Able to ask and allow donations for the Ovilla Flag in honor of our 1<sup>st</sup> responders
- Public Works Department to dig holes at the centralized location on City Hall/Police Department property.
- there will be 3 poles delivered to City Hall for installation
- 2 Council members will donate to the project for \$100.

**No Action**

- ITEM 2. DISCUSSION/ACTION** – Consideration of and action on ORDINANCE No. 2020-08 of the City of Ovilla, Texas, amending Appendix A, Article A4.000, Section A4.001 “building permit fees” by the addition of Section A4.005 of the Code of Ordinances of the City of Ovilla, Texas; providing fees and requirements for temporary fire hydrant meters.

Discussion was on how the Fire Hydrant meters are used by contractors and charged at \$500 which is not enough to cover the cost for the City if they are not returned to the city or they are damaged while in use. It was also discussed that the contractors will also be expected to bring in the meter for a reading.

PL3 Griffin made the motion to approve the Ordinance for requirements and fees for temporary fire hydrant meters as presented, seconded by PL5 Myers.

*No oppositions, no abstentions.*

**VOTE: The motion to approve carried unanimously: 5-0.**

**Recorded Vote:**

PI1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

- ITEM 3. DISCUSSION/ACTION** – Consideration of and action on Resolution R2020-13 of the City Council of the City of Ovilla, Texas amending Section 5 of the City's Purchasing Manual by increasing the amount of capital purchases and fixed assets; effective immediately.

PL1 Huber made the motion to approve increasing the amount of capital purchases as presented, seconded by PL5 Myers.

*No oppositions, no abstentions.*

**VOTE: The motion to approve carried unanimously: 5-0.**

**Recorded Vote:**

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

- ITEM 4. DISCUSSION/ACTION** – Review of the proposed Fiscal Year 2020-2021 Budget, discuss the preliminary determination of the tax rate, and direct staff as necessary.

City Manager Pam Woodall along with Finance Director Sharon Jungman went over individual line items in the budget. The topics discussed are as follows:

- Police - \$251,380 for building remodel
- Park - \$125 Pavilion (EDC transfer) Founders Park
- Park - \$125,000 restrooms in Founders Park
- Park - \$26,000 Update restrooms at ball fields and complete park equipment
- Street - \$186,300 various streets
- Water - \$35,000 Separate storage for ammonia & chlorine chemicals (TCEQ requirements)
- Water - \$120,000 Electronic Meter Readers - Broadmoor only
- Water - \$100,000 Infrastructure
- Sewer - \$10,000 Cumberland Lift Sta and force main on 664
- Sewer - \$18,000 Trench Safety
- Sewer - \$85,000 dump truck
- Street - \$35,000 truck
- Fire/PD - Increased cost in Dispatch Contract: \$56,100- FD 10% @ \$5611, PD @ 90%

**Police**

- Staffing increase proposed:
  - Add one police officer in March 2021
- Increased cost in Dispatch Contract: \$56,110 - FD 10% PD @ 90% \$50,499 (Split based on call history)
- Special Response Team (SWAT) \$16,750
- Building: refurbish to enclose the back end of the police station for added offices, training room and officer locker/storage. \$251,380

**Fire**

- No staffing changes proposed
- (Fire/PD) - Increased cost in Dispatch Contract: \$56,100- FD 10% @ \$5611, PD @ 90%



#### Street Department

- No staffing changes proposed
- Street rehabilitation to Northwood, Elmwood and Willowcreek - \$186,300
  - Various drainage work

#### Parks Department

- No staffing changes proposed
- Contract mowing - proposed funding another year
- Begin development of Founders Park with phase one of a pavilion \$125,000
- Upgrade restrooms at the ballfield \$6,000
- Install pre-cast restrooms in Founders Park \$100,000
- Land Improvements: sidewalk improvement through Heritage Park and from new PW building to city offices. \$15,000

#### Water/Sewer

- No staffing changes proposed
- Update job descriptions to better identify specific duties of the Water, Sewer, Street and Park Departments and outline necessary training for the specific fields. All approved positions are currently funded.

#### EDC

- Park Pavilion - \$125,000
- (Helped fund \$150,000 for Main Street Sanitary Sewer in current fiscal year.)

#### MDD – Committed last year to \$250 for the Main Street Parking

After much discussion the consensus was to start the Police Station remodel in phases, as well as looking into merging the Fire Chief/Fire Marshal position. Things that were discussed to remove from the budget:

- Street infrastructure
- park restrooms
- Police Department rebuild of \$250k
- reduce Engineering \$40k in admin. Water
- Water: Remove meters & truck

#### No Action

ITEM 5. DISCUSSION/ACTION – Consideration of and action to schedule a date for a public hearing and adoption on the proposed Fiscal Year 2020-2021 Budget.

PL3 Griffin moved to approve the public hearing to be scheduled for adoption of the proposed Fiscal Year 2020-2021 Budget on Monday August 31, 2020 at 5:30 PM. Seconded by PL5 Myers.

No oppositions, no abstentions.

**VOTE: The motion to approve carried unanimously: 5-0.**

#### Recorded Vote:

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

**ITEM 6. DISCUSSION/ACTION** – Consideration of and action on a proposed tax rate for the Fiscal Year 2020-2021 Budget and take a record vote.

PL4 Hunt moved to approve the proposed tax rate for the Fiscal Year 2020-2021 Budget Increased Tax Rate of 0.6600 with Maintenance and Operation rate of 0.5200 and a debt rate of 0.1400 per \$100 of assessed valuation. Seconded by PL@ Oberg.

*One opposition, no abstentions.*

**VOTE: The motion to approve carried unanimously: 4-1.**

**Recorded Vote:**

PI1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers NAY

**ITEM 7. DISCUSSION/ACTION** – Consideration of and action to schedule a date for a public hearing on the proposed tax rate for Fiscal Year 2020-2021.

PL5 Myers moved to approve the public hearing to be scheduled on proposed tax rate for Fiscal Year 2020-2021 on Friday September 04, 2020 at 8:00 AM. Seconded by PL3 Griffin.

*No oppositions, no abstentions.*

**VOTE: The motion to approve carried unanimously: 5-0.**

**Recorded Vote:**

PI1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

**ITEM 8. DISCUSSION/ACTION** – Consideration of and action to schedule a date to adopt the proposed tax rate for Fiscal Year 2020-2021.

PL3 Griffin moved to approve to adopt the proposed tax rate for Fiscal Year 2020-2021 on Friday September 04, 2020 at 8:00 AM following the Public Hearing. Seconded by PL1 Huber.

*No oppositions, no abstentions.*

**VOTE: The motion to approve carried unanimously: 5-0.**

**Recorded Vote:**

PI1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

- ITEM 9. DISCUSSION/ACTION** – Consideration of and action to approve a work order project submitted by Eikon Consulting Group for engineering and architectural designs for the renovation and completion of the existing police station, authorizing the Mayor to execute said documents.

This item is only to hire the architect to draw up the plans for the Police Department only.

PL1 Huber moved to approve the Workorder project as presented. Seconded by PL2 Oberg.

*No oppositions, no abstentions.*

**VOTE: The motion to approve carried unanimously: 5-0.**

**Recorded Vote:**

PL1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE

- ITEM 10. DISCUSSION/ACTION** – Consideration of any item(s) pulled from the Consent Agenda for individual consideration and action.

None

#### **IV. STAFF REPORTS**

- **Department Activity Reports / Discussion**

- |  |                                   |
|--|-----------------------------------|
| • Police Department                    | Chief B. Windham                  |
| • Fire Department                      | Chief B. Kennedy                  |
| • Public Works                         |                                   |
| 1. Water/wastewater                    | Water Superintendent D. Durham    |
| 2. Streets/Drainage/Parks              | Street Superintendent Johnny Cruz |
| • Administration                       |                                   |
| 1. Financials (non-reconciled)         | Finance Director                  |
| Sharon Jungman                         |                                   |
| a) Monthly Municipal Court Report      |                                   |
| 2. Monthly Code/Animal Control Reports | Code/AC Officer M. Dooly          |
| 3. Misc. updates                       | City Manager, Pam Woodall         |

#### **V. EXECUTIVE SESSION**

None

#### **VII. REQUESTS FOR FUTURE AGENDA ITEMS AND/OR ANNOUNCEMENTS BY COUNCIL AND STAFF**

PL2 Oberg – 101 Oakwood – would like a Discussion/Action Item for the communication frequency over last 3-year period. Would also like generator information from Public Works Director.

#### **VIII. ADJOURNMENT**

PL2 Oberg moved to adjourn the meeting of August 10, 2020 seconded by PL1 Huber. There being no further business, Mayor Dormier adjourned the meeting at 9:46 p.m.

Recorded Vote:

PI1 Huber AYE

PL2 Oberg AYE

Mayor Pro Tem Griffin AYE

PL4 Hunt AYE

PL5 Myers AYE



Richard Dormier, Mayor

ATTEST:



Glennell Miller, City Secretary

*Approved August 17, 2020*