

# Lavon City Council Meeting Minutes



June 15, 2010

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## I. MEETING CALLED TO ORDER AT 7:00 P.M. BY MAYOR MARTIN

Members Present: Mayor Norma Martin  
Council Member Place 2, Deborah Nabors  
Council Member Place 3, Gary Meeks  
Council Member Place 4, Aaron Heatley  
Council Member Place 5, Charles Teske

Members Absent: Council Member Place 1, Chris Kane, Mayor Pro-Tem

Staff Present: City Manager, Mike Jones  
City Secretary, Linda Ardis  
Administrative Supervisor, Laura Kennemer

Commission and Board Members: EDCB President, David Piekarski

## II. MAYOR MARTIN TO LEAD THE COUNCIL AND VISITORS IN THE PLEDGE OF ALLEGIANCE.

Mayor Martin led the City Council and visitors in the Pledge of Allegiance.

## III. INVOCATION

Council Member Heatley led the invocation.

## IV. ITEMS OF INTEREST/CITY COUNCIL COMMUNICATIONS

**Members of City Council have the opportunity to notify others of community events, functions and other activities. There will also be an opportunity to briefly comment on City Council business, City operations, projects and other items coming before the City Council.**

City Manager Jones told the new Council Members that their ID cards were ready to pick up in his office after the Council meeting.

## V. CONSENT AGENDA

### A. City Council to Consider and Act on approval of the consent agenda:

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1. June 1, 2010 City Council Meeting Minutes. \*
2. City Council to Consider and Act on approving an Interlocal Road Improvement Agreement with Collin County. \*
3. City Council to Consider and Act on approving an Interlocal Dispatch Service Agreement with Collin County. \*
4. City Council to Consider and Act on re-appointing David Barnhart, Planning and Zoning Commissioner, position Seat Two whose term expires June, 2012. \*
5. City Council to Consider and Act on re-appointing Bill Bonney, Planning and Zoning Commissioner, position Seat Four whose term expires June, 2012. \*

Council Member Nabors, "I request we remove the City Council Meeting Minutes from the consent agenda so they can be acted on separately."

**Motion:** Council Member Nabors, "I move we approve Items 2 thru 5 of the consent agenda."

**Second:** Council Member Teske

**In Favor:** Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

**Opposed:** None

**Abstained:** None

**Motion:** Passed

Council Member Nabors made the following changes in the June 1, 2010 City Council Meeting Minutes:

1. Page 3—Item XI-A—first sentence after word "on" insert word "our"—after word "website" insert word "beginning"—second sentence add "s" to word development and change Austin to Alston.

2. Page 6—Item F—second sentence after the word "decision" insert words "prior to discussion."

3. Page 8—second paragraph, first line should read, "Council Member Nabors said she understood the Mayor's position,"—last sentence of paragraph should read, "She continued by saying whatever the City decided to go with, it should be the least expensive solution at the time."

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**Motion:** Council Member Nabors, "I move we approve the changes to the June 1, 2010 Council Minute Meeting."

**Second:** Council Member Meeks

**In Favor:** Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

**Opposed:** None

**Abstained:** None

**Motion:** Passed

**Motion:** Council Member Nabors, "I move we approve the minutes to the June 1, 2010 Council Meeting ."

**Second:** Council Member Meeks

**In Favor:** Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## VI. PUBLIC RECOGNITION

None

## VII. CITIZENS' COMMENTS

**Citizens, who wish to address the Council, may discuss matters not on the agenda and who have not previously expressed to the Council or City Hall a desire to discuss such matters. The only response from the Council can be to request these items to be placed on a future agenda for action.**

None

## VIII. PUBLIC HEARING

None.

## IX. ITEMS FOR DISCUSSION

A. City Council to discuss EDCB update. (Kane)

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EDCB President David Piekarski presented an EDCB update concerning the City of Lavon prepared for the Board by the University of North Texas Center for Economic Development and Research. Topics included, but were not limited to: the Overview of the City; Development and Incentives of Other Small Cities; Lavon's Community Profile; Economic Leakages; and various Strategies for the EDCB.

## XII. ITEMS FOR CONSIDERATION AND ACTION

### A. City Council to Consider and Act selecting a Chair for the Planning and Zoning Commission, whose term expires June, 2011. (Nabors)

**Motion:** Council Member Nabors, "I nominate Trey Smith for the Chairman of the Planning and Zoning Commission."

**Second:** Council Member Heatley

**In Favor:**, Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske.

**Opposed:** None

**Abstained:** None

**Motion:** Passed

### B. City Council to Consider and Act on selecting a Certified Public Accounting firm. (Jones)

Mike Conway of Conway Company CPA's was in attendance at the meeting. The Council and Mr. Conway discussed the needs of the City. Mr. Conway stated that his bid represented a "worst case scenario or a protective bid" on behalf of his company. His suggestion was to audit the current year identifying losses in revenue and expense funding and not go back and open up prior years. He felt that adjusting more than short term losses would result in too many adjustments having to be made to prior years' tax statements. He personally did not feel his firm could be both the CPA and Auditor for the City.

City Manager Jones and other Council Members agreed. Mr. Jones' stated goals were to achieve a good set of books, develop an on-going relationship with a CPA firm and employ an Auditor who was familiar with municipal audits. Mr. Conway offered to give the Council another name for a CPA as he felt that the duties of a City CPA and Auditor needed to be split.

**Motion:** Council Member Nabors, "I move we table Item B until the next City Council Meeting."

**Second:** Council Member Meeks

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**In Favor:** Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## **C. City Council to Consider and Act on directing the City Secretary to purchase Legislative Branch Computers. (Heatley)**

Council Member Heatley said it was time to let this item go or to do something about it. He found it interesting that TML came out with an article that shows how other Councils in other Cities are facing the same questions.

Council Member Nabors said she had asked many questions over the past couple of weeks concerning this matter. She had not reviewed the approved budget in a timely manner and noted that the money had already been allotted for the computers. In view of the warnings from the City Attorney and the TML article, she felt it was time to move forward. She continued by saying that Administrative guidelines should be put in place in using the computers. She did not feel that everyone needed a computer. Her recommendation was that the P & Z Commission needed a total of 5 and the Council needed a total of 3. Of the 3, only 2 of the 3 should be checked out at any given time. Council Member Nabors said she would donate lock-down cables for the computers to keep them secure. It was also recommended by the City Manager that the cost per computer would run approximately \$500.

**Motion:** Council Member Heatley, "I move that we direct the City Secretary to purchase 8 Legislative Branch Computers with the help and direction of City Manager Jones as seen fit for our needs."

**Second:** Council Member Nabors

**In Favor:** Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## **D City Council to Consider and Act on a Bill of Ordinance amending the Lavon Code of Regulations pertaining to use of Electronic Media Devices. (Jones)**

City Manager Jones told the Council that upon the request of the Council, he had added a hold harmless section to the Bill of Ordinance. He continued by saying he had changed the violation from criminal to a fee based violation. City Manager Jones restated his goal to present a comprehensive policy to protect the City without dictating to the City.

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Mayor Martin recessed the meeting at 8:17 p.m. and reopened the meeting at 8:22 p.m.

**Motion:** Council Member Nabors, "I move that we approve the Bill of Ordinance amending the Lavon Code of Regulations pertaining to the use of Electronic Media Devices."

**Second:** Council Member Teske

**In Favor:** Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## **E. City Council to Consider and Act on a Bill of Ordinance relating to Records Management. (Ardis/Jones)**

City Manager Jones said that the City has an Ordinance specifying the City Secretary as the keeper of the City records. However, it is not in the format the State Archives recommends. Mr. Jones continued by saying he took the state format and plugged in the City of Lavon's information. He and City Secretary Ardis requested the City pass this Bill of Ordinance so the City could be in full compliance with the State Library of Archives.

**Motion:** Council Member Nabors, "I move that we approve the Bill of Ordinance relating to Records Management."

**Second:** Council Member Heatley

**In Favor:** Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Heatley

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## **F. City Council to authorize the City Secretary to rent a climate-controlled storage area for off-site storage of long term City records. (Ardis)**

City Secretary Ardis told the Council that a lot of the City records were in poor shape. They have been stained by rain and eaten by rodents in the past years. The records need to be preserved in a climate-controlled environment. She quoted the Council prices for storage units. Public works would transport the boxes and place them in the unit.

Council Member Teske and EDCB President Piekarski recommended two other storage companies which would come to the City and retrieve the records and places them in a large area with other indexed records. Upon request, the records could be brought back

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to the City. They both felt that Iron Mountain or Fireproof Storage could afford the City cheaper prices. It was decided to explore other options.

**Motion:** Council Member Nabors, "I move that we table Item "F" until the next Council Meeting."

**Second:** Council Member Meeks

**In Favor:** Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## XIII. SETTING FUTURE MEETINGS AND AGENDAS

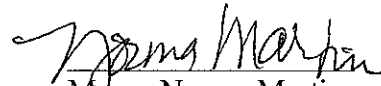
**Council Members and staff may request items to be placed on a future agenda or request a special meeting be called. Each request that passes by a majority vote will be placed on the schedule by the City Secretary.**

Tabled items would be put back on the next Agenda.

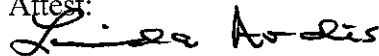
## XIV. MAYOR MARTIN TO ADJOURN THE LAVON CITY COUNCIL MEETING.

Mayor Martin adjourned the City Council Meeting at 8:31 p.m.

Duly passed and approved on this 6th day of July, 2010.

  
Mayor Norma Martin

Attest:

  
Linda Ardis, City Secretary