

# Lavon City Council Meeting Minutes & Executive Session



June 7, 2011

## **I. MEETING CALLED TO ORDER AT 7:02 P.M. BY MAYOR TESKE**

Members Present: Mayor Chuck Teske  
Council Member Place 1, Chris Kane, Mayor Pro-Tem  
Council Member Place 2, Deborah Nabors  
Council Member Place 3, Gary Meeks  
Council Member Place 4, David Hawkins  
Council Member Place 5, Jenny Bodwell

Members Absent: None

Staff Present: City Manager, Mike Jones  
City Secretary, Linda Ardis  
Administrative Supervisor, Laura Kenemer  
City Services Coordinator, Jennifer Wolfe  
Chief of Police, Jason Rector

Commission and Board Members: None

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

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

## **III. INVOCATION**

Council Member Meeks 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.**

Council Member Nabors reminded everyone about the Town Hall Meeting scheduled at 6:00pm to 8pm at the Lone Star Cowboy Church in Nevada. The purpose of the meeting is to solicit feedback and citizen perspectives relating to 24x7 Police

# Lavon City Council Meeting Minutes & Executive Session



June 7, 2011

Department coverage and other public services funding prior to conducting the City Council budget meetings and workshops for the FY 2011-2012.

Council Member Bodwell reminded everyone about the Work Day scheduled for the clean-up of the old school building on Saturday, June 11<sup>th</sup> from 10:00am to 4:00pm. and if needed from 1:00pm to 6:00pm on Sunday, June 12<sup>th</sup>.

## V. CONSENT AGENDA

A. April 5, 2011 City Council Meeting Minutes\*

B. April 19, 2011 City Council Meeting Minutes\*

**Motion:** City Council Member Nabors, "I move we approve the consent agenda."

**Second:** Mayor Pro-Tem Kane

**In Favor:** Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Hawkins and Council Member Bodwell

**Opposed:** None

**Motion:** Passed

## VI. PUBLIC RECOGNITION

## 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. ITEMS FOR DISCUSSION

A. City Council to discuss Historic School Renovation Committee Team Project. (Mayor)

The Mayor reported that the Committee is looking at different options to raise money for the school renovation. In time, it could possibly maintain City Offices eliminating the need to rent offices, the City Council Meeting Chambers, and Court on one Saturday of

# Lavon City Council Meeting Minutes & Executive Session



June 7, 2011

the month. It could also serve as a multi-functional complex to include the Chamber of Commerce, Community Activity Center and a Senior Citizens Center.

## IX. ITEMS FOR CONSIDERATION AND ACTION

A. City Council to Consider and Act on placing a hiring freeze on all positions in the City until further notice. (Mayor)

**Motion:** Mayor Pro Tem Kane, "I move we approve a hiring freeze on all positions in the City until further notice."

**Second:** Council Member Nabors

**In Favor:** Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Hawkins and Council Member Bodwell

**Opposed:** None

**Motion:** Passed

B. City Council to Consider and Act on reconstituting the TIF Board for approval of the Agreement. (Mayor)

Mayor Teske said it was time to get the TIF Board's five positions filled and have their first meeting. He told the Council that he wanted to talk to all the volunteers that had originally agreed to serve. He introduced Melanie Fitch to the Council. She was one of the original volunteers and was still willing to serve on the TIF Board. He will contact the others as soon as possible.

**Motion:** Mayor Pro-Tem Kane, "I move we approve Item "B" as stated in the agenda."

**Second:** Council Member Bodwell

**In Favor:** Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Hawkins and Council Member Bodwell

**Opposed:** None

**Motion:** Passed

C. City Council to Consider and Act on austerity measures for 2010-2011 FY Budget. (Mayor)

City Manager Jones and Mayor Teske have been looking at ways to cut spending for the remaining 2010-2011 FY Budget. All discretionary spending has stopped. All of the staff have been instructed to explain why the amount spent is required for the performance of their job before the item is purchased. Unless a vehicle is included in a compensation package for an employee, the vehicle cannot be taken home. All drivers

# Lavon City Council Meeting Minutes & Executive Session



June 7, 2011

of City vehicles have been told to avoid using the cars outside of the City unless absolutely necessary.

Outdated equipment has been identified by City Manager Jones and Public Works Director Kevin Dudley with a base value of approximately \$22,000. They need authorization to auction off the unnecessary equipment.

**Motion:** Mayor Pro-Tem Kane, "I move we authorize the City to auction off unnecessary equipment."

**Second:** Council Member Nabors

**In Favor:** Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Hawkins and Council Member Bodwell

**Opposed:** None

**Motion:** Passed

- X. EXECUTIVE SESSION:** In accordance with Texas Government Code, Section 551.001, *et seq.*, the City Council will recess into Executive Session (closed meeting) to discuss the following:

In accordance with Texas Government Code, Section 551.071: Consultation with City Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act: to receive legal advice regarding personnel matters. (Mayor)

In accordance with the Texas Government Code, Section 551.074, personnel matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee. Specifically considering the consolidation or reorganization of various staff positions for the City. (Mayor)

After reading a letter from City Attorney Messer, the Council adjourned at 7:29 p.m. from the Council Chambers.

- XI. RECONVENE INTO REGULAR SESSION:** In accordance with Texas Government Code, Section 551.001, *et seq.*, The City Council will reconvene into Regular Session to take any action necessary regarding the following:

# Lavon City Council Meeting Minutes & Executive Session



June 7, 2011

In accordance with Texas Government Code, Section 551.071: Consultation with City Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act: to receive legal advice regarding personnel matters. (Mayor)

In accordance with the Texas Government Code, Section 551.074, personnel matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee. Specifically considering the consolidation or reorganization of various staff positions for the City. (Mayor)

The Council returned to the Council Chambers at 9:16 p.m. The following list of recommendations was read by City Manager Jones:

1. Remove supervision responsibilities from the Financial Clerk position.
2. Eliminate the Code Enforcement position and transfer all duties to the police department.
3. Combine the Court/Police Clerk and the City Services Coordinator duties into two new half time positions known as Intake Clerk I and Intake Clerk II.
4. Temporarily eliminate the vacant Police Position.
5. Provide 2 weeks severance conditional on the employee signing a waiver and release to the City.
6. Pay employees whose wages were reduced, at their standard rate for two weeks conditional on the employee signing a waiver and release to the City.

**Motion:** Mayor Pro-Tem Kane, "I move we approve the recommendations."

**Second:** Council Member Meeks

**In Favor:** Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Hawkins and Council Member Bodwell

**Opposed:** None

**Motion:** Passed

## XII. CITY COUNCIL TO SET 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.

None

## XIII. MAYOR TESKE TO ADJOURN CITY COUNCIL MEETING

Mayor Teske adjourned the City Council Meeting at 9:17 p.m.

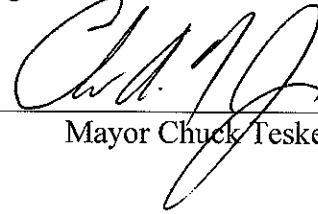
# Lavon City Council Meeting Minutes & Executive Session



June 7, 2011

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Duly passed and approved on this 2<sup>nd</sup> day of August, 2011.



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Mayor Chuck Teske

Attest:



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Linda Ardis, City Secretary