



Minutes
July 18, 2017
City of Lavon City Council
Lavon City Hall, 120 School Rd., Lavon, TX
Regular Meeting-Public Hearing
Work Session

ATTENDING: CHUCK TESKE, MAYOR
VICKI SANSON, PLACE 1
DONNIE SPRADLIN, PLACE 2
MATT CHILDERS, MAYOR PRO TEM, PLACE 4
MINDI SERKLAND, PLACE 5

ABSENT: KAY WRIGHT, PLACE 3

1. **MAYOR TESKE CALLED THE MEETING TO ORDER AT 6:05 P.M. AND ANNOUNCED A QUORUM PRESENT.**
2. **MAYOR TESKE LED THE RECITATION OF THE PLEDGE OF ALLEGIANCE AND DELIVERED THE INVOCATION.**

3. **BUDGET WORK SESSION**

Discussion of the current budget for Fiscal Year (FY) 2016-17, financial status update, budget calendar and proposed budget for FY 2017-18.

Mayor Teske opened the work session. The City Council and staff reviewed and discussed budget projections and anticipated service levels for fiscal year (FY) 2017-18. City Administrator Kim Dobbs explained that the next work session will include a discussion of the tax rate. Ms. Dobbs detailed the reports including revenue and expenditures in the General Fund. She pointed out the tax rate comparison with other cities with similar services. The City Council went through the budget worksheet and Ms. Dobbs highlighted amended notes in each department.

Mr. Spradlin asked about the new radio purchases needed by the police and fire departments. Chief Jones and Health and Life Safety Director Scott explained the cost and process of purchasing new radios. Chief Jones informed the council he is in the process of getting grant applications filed. Director Scott reported that he has received confirmation of the type of radio's that can be used and County pricing for those items. Ms. Serkland inquired about the expected cost of animal control and shelter services. Ms. Dobbs reported that the information has been requested but not yet received from Collin County.

Mayor Teske concluded the work session and recessed the meeting at 6:52 p.m. The meeting was reconvened at 7:08 p.m.

4. **CITIZENS COMMENTS**

There were none.

5. **ITEMS OF INTEREST/CITY COUNCIL COMMUNICATIONS**

- Mr. Donnie Spradlin informed the Council of the upcoming Bently Farms Street Repair that will begin 7/19/2017 and continue until 7/22/2017.

6. **PRESENTATION**

A. Presentation of 2016 Financial Statements and Independent Audit Report.

Mike Conway, CPA of Conway Company CPAs, PC presented a report on the firm's audit of the City's FY 2016 financial records. Mr. Conway stated that the firm has provided a "clean unqualified opinion" with no issues. Mr. Conway further noted that the net position of the City improved in every aspect and that the City is in "good financial shape." Mr. Conway recognized the financial management practices that the City Council has adopted and that the staff has implemented. Mr. Conway concluded stating that the City of Lavon appears poised to continue improving its financial position and getting better. Ms. Dobbs commended Accounting Administrator Diane Cuellar for her work keeping the City's records maintained in good condition and providing the auditors with whatever information and assistance they requested. Ms. Dobbs noted that a copy of the Certified Annual Financial Report (CAFR) will be uploaded to the City's website.

B. Camp "9-1-1" Presentation

Camp "9-1-1" staff present a video highlighting the day's events. Mayor Teske thanked the staff as well as all First Responders involved in the camp.

7. CONSENT AGENDA

A. Approve the Minutes of the June 20, 2017 Meeting.

B. Accept the Heritage Public Improvement District #1 Assessment Report Summary dated 06/30/2017 and authorize the payment of invoices included therein.

MOTION: APPROVE THE CONSENT AGENDA, AS PRESENTED.

MOTION MADE: CHILDERS

SECONDED: SPRADLIN

APPROVED: UNANIMOUS

Absent: WRIGHT

8. PUBLIC HEARING

PUBLIC HEARING to receive comments regarding the petition of the owner of certain property to voluntarily annex 41.8 acres in the Drury Anglin Survey, Abstract No. 2, (Collin County CAD ID #s 2653997, 2087762 and 2507840), generally located southwest of the intersection of FM 2755 and CR 483 and regarding the annexation of the adjacent county road and right-of-way into the City of Lavon.

Ms. Dobbs provided background information on the petition for voluntary annexation submitted by the property owner and pointed out the draft annexation timeline and service plan provided for the Council's information. Ms. Dobbs noted that there is no action scheduled at this time as in accordance with state law, this is the first of two public hearings. The second public hearing is scheduled for August 1, 2017. Ms. Dobbs further explained that a special meeting would be scheduled during the week of August 22, 2017 for consideration and action regarding the petition.

Mayor Teske opened the public hearing at 7:28 p.m. and invited comments in favor of or in opposition to the proposed petition for voluntary annexation. Pat Atkins, Saddle Star L.L.C., 3076 Hays Lane, Rockwall, Texas spoke in favor of the petition. Mr. Atkins explained that he was the developer working with the property owner to annex and zone the property. There being no further comments, Mayor Teske closed the public hearing at 7:32 p.m.

9. STAFF REPORTS

A. Police Department. Police Chief Mike Jones provided a report regarding: 1) Police statistics through July 2017, 2) training updates: Chief Jones recently attended the FBI Command College in Arlington and 3) facilities updates: Chief Jones reported that the holding cells in the Police Department will be phased out to make space for interrogation rooms and storage.

B. Fire Department. Life and Health Safety Director Jon Scott provided a report regarding: 1) receiving the TX Commission Fire Inspection Certification, 2) 4th of July update: many calls came in for fireworks and Mr. Scott commended Officer Hubbard for his assistance in addressing calls; 3) the EMS call report and 4) Burn Ordinance update: possible changes to the ordinance were discussed.

- C. **Public Works Department.** Director of Public Works Sonny Mancias provided a report regarding: 1) general public works and street maintenance including mowing and trash collection, 2) TXDOT will be laying steel and concrete at SH 205 and SH 78 at the end of August, 3) Bently Farms street repair begins Wednesday 7/19-Friday 7/21, 4) Routine lift station maintenance and 5) staff update that Patrick Bush resigned to accept another position and that there is already a candidate going through pre-employment verifications..
- D. **Administration.** Ms. Dobbs provided a report regarding: 1) Financial Outlook, 2) Building Permits Report, 3) Recycling Services summary and 4) Monthly Tax Collection Report.

10. ITEMS FOR CONSIDERATION

- A. **Discussion and action regarding the Preliminary Plat of the Crestridge Meadows addition – submitted by Rockwall Retail Investors, LLC.**

Ms. Dobbs reviewed the agenda briefing notes provided to the City Council and introduced Russell Phillips and Craig Renfro, the developer representatives who presented the application to the Council.

MOTION: APPROVE THE PRELIMINARY PLAT OF THE CRESTRIDGE MEADOWS ADDITION SUBMITTED BY ROCKWALL RETAIL INVESTORS, LLC.

MOTION MADE: CHILDERS
SECONDED: SERKLAND
APPROVED: UNANIMOUS
 Absent: WRIGHT

- B. **Discussion and action regarding Resolution No. 2017-07-01 approving and authorizing the Mayor to execute a Right-of-Way License Agreement with Mobilitie LLC for a facility on Mustang Court.**

Lori Dunham, Mobilitie presented and answered questions regarding the proposed facility on Mustang Court.

MOTION: APPROVE RESOLUTION NO. 2017-07-01 APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE A RIGHT-OF-WAY LICENSE AGREEMENT WITH MOBILITIE LLC, FOR A FACILITY ON MUSTANG COURT.

MOTION MADE: SERKLAND
SECONDED: SANSON
APPROVED: UNANIMOUS
 Absent: WRIGHT

- C. **Discussion and action regarding Resolution No. 2017-07-02 approving and authorizing the Mayor to enter into a Professional Services Agreement with Freeman-Millican, Inc. for general engineering consultation services.**

MOTION: APPROVE RESOLUTION NO. 2017-07-02 APPROVING AND AUTHORIZING THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH FREEMAN-MILLICAN, INC. FOR GENERAL ENGINEERING CONSULTATION SERVICES.

Ms. Dobbs provided background regarding the proposed agreement and introduced Mark Hill, P.E., Freeman Millican, Inc.

MOTION MADE: CHILDERS
SECONDED: SPRADLIN
APPROVED: UNANIMOUS
 Absent: WRIGHT

- D. Discussion and action regarding Resolution No. 2017-07-03 authorizing the Mayor to execute Task Order #1 pursuant to a Professional Services Agreement with Freeman-Millican, Inc. for services relating to the development of a Storm Sewer Map for an amount not to exceed \$4,200.00.**

MOTION: APPROVE RESOLUTION NO. 2017-07-03 AUTHORIZING THE MAYOR TO EXECUTE TASK ORDER #1 PURSUANT TO A PROFESSIONAL SERVICES AGREEMENT WITH FREEMAN-MILLICAN, INC. FOR SERVICES RELATING TO THE DEVELOPMENT OF A STORM SEWER MAP FOR AN AMOUNT NOT TO EXCEED \$4200.00.

MOTION MADE: SPRADLIN
SECONDED: SANSON
APPROVED: UNANIMOUS
Absent: WRIGHT

- E. Discussion and action regarding Resolution No. 2017-07-04 approving and authorizing the Mayor to execute a Professional Services Agreement with Lee Roberts Inspection Services for plan review and building inspection services.**

Ms. Dobbs provided information relating to the current agreement and Mr. Robert's request to increase the amount of compensation or terminate the current agreement. Ms. Dobbs advised that other cities were consulted regarding their building inspection services and compensation and that the proposal appears to be comparable to other options.

MOTION: APPROVE RESOLUTION NO. 2017-7-04 APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH LEE ROBERTS INSPECTION SERVICES FOR PLAN REVIEW AND BUILDING INSPECTION SERVICES.

MOTION MADE: SPRADLIN
SECONDED: SANSON
APPROVED: FOR: SANSON, SPRADLIN, CHILDERS
ABSTAINED: SERKLAND
Absent: WRIGHT

- F. Discussion and action regarding Ordinance No. 2017-07-01 to amend Ordinance No. 2011-07-01 Code Of Regulations, Codified as Title 3, "Administration", Subtitle 5, "Ethics", Chapter 1, "Legislative Branch Rules of Order and Procedure", Section 3.5.1.13 "Notice of Meetings" to revise posting specifications; providing a cumulative, repealer and a severability clause; and providing an effective date.**

Ms. Dobbs provided information regarding the installation of an enclosed bulletin board at the southern entrance of City Hall and advised that agendas and notices will be posted in the new case and no longer taped to the glass front doors at City Hall. Ms. Dobbs noted that the proposed amendment is consistent with state law.

MOTION: APPROVE ORDINANCE NO. 2017-07-01 TO AMEND ORDINANCE NO. 2011-07-01 CODE OF REGULATIONS, CODIFIED AS TITLE 3, "ADMINISTRATION", SUBTITLE 5, "ETHICS", CHAPTER 1, "LEGISLATIVE BRANCH RULES OF ORDER AND PROCEDURE", SECTION 3.5.1.13 "NOTICE OF MEETINGS" TO REVISE POSTING SPECIFICATIONS; PROVIDING A CUMULATIVE, REPEALER AND SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

MOTION MADE: CHILDERS
SECONDED: SPRADLIN
APPROVED: UNANIMOUS
Absent: WRIGHT

G. Discussion and action regarding board and commission appointments – Lavon Economic Development Corporation (LEDC) Board of Directors and Reinvestment Zone #1 (TIF) Board of Directors.

The Council reviewed and discussed the Boards and Commission spreadsheet and Volunteer Applications submitted.

MOTION: REAPPOINT CHRIS KANE, PLACE 2 AND JIMMIE CATRAVAS, PLACE 4 TO THE LEDC BOARD OF DIRECTORS AND APPOINT JOHN KELL TO PLACE 6 ON THE LEDC BOARD OF DIRECTORS, WITH ALL TERMS TO EXPIRE JULY 1, 2019. AND FURTHER CLARIFY THE TERMS OF THE REINVESTMENT ZONE #1 BOARD OF DIRECTORS TO CORRESPOND TO THE ORDINANCE OF CREATION WITH ODD-NUMBERED SEATS EXPIRING IN EVEN-NUMBERED YEARS AND EVEN-NUMBERED SEATS EXPIRING IN ODD-NUMBERED YEARS.

MOTION MADE: SANSON
SECONDED: CHILDERS
APPROVED: UNANIMOUS
Absent: WRIGHT

10. CITY COUNCIL TO SET FUTURE MEETINGS AND AGENDAS

- Budget work session and regular meeting on August 1, 2017 beginning at 6pm
- Council member Serkland would like to discuss grease issues in the sanitary sewer system in Grand Heritage West.
- Mr. Scott to present outdoor burn ordinance update.
- Ms. Dobbs and Chief Jones will present an ordinance to rename the Director of Health and Life Safety Department in accordance with the recent certification.


11. MAYOR TESKE ADJOURNED THE CITY COUNCIL MEETING AT 8:30 PM.

DULY PASSED and APPROVED by the City Council of the City of Lavon, Texas, on this 1st day of August, 2017.



Charles A. Teske, Jr.
Mayor

ATTEST:



Kim Dobbs
City Administrator | City Secretary

