



**Lavon City Council Meeting
Minutes
December 17, 2013**

I. MEETING CALLED TO ORDER AT 7:03 P.M. BY MAYOR TESKE

Members Present: Mayor Chuck Teske
Council Member Place 1, Chris Kane, Mayor Pro-Tem
Council Member Place 2, Jorge Calderon
Council Member Place 4, Matt Childers
Council Member Place 5, Jenny Bodwell arrived at 7:05 p.m.

Members Absent: Council Member Place 3, Melissa Stroop

Staff Present: City Secretary Chris Wess
Police Chief Mike Jones

Legal Representative: None

Commission and
Board Members: None

Visitors: 3

There was a quorum present.

II. MAYOR TESKE LED THE COUNCIL AND VISITORS IN THE PLEDGE OF ALLEGIANCE.

III. INVOCATION

Mayor Teske gave the invocation.

IV. CITIZENS COMMENTS

None

V. ITEMS OF INTEREST/CITY COUNCIL COMMUNICATIONS

Mayor Pro-Tem Kane stated that this Friday from 2-4 p.m. the Pals Program, at Community High School, will be hosting a gift drive for Fostering Hope at the old gym.

Council Member Bodwell arrived at 7:05 p.m.

VI. CONSENT AGENDA

Approve the Heritage PID #1 Assessment Report Summary dated 11/30/13* (Wess)

Motion: Mayor Pro-Tem Kane moved to approve the consent agenda.

Second: Council Member Bodwell

In Favor: Mayor Pro-Tem Kane, Council Member Calderon, Childers and Bodwell



Lavon City Council Meeting
Minutes
December 17, 2013

Opposed: None
Motion: Carries

VII. CONSIDERATION AND ACTION

- A. City Council to Consider and Act on approving Resolution No. 2013-12-03 approving and authorizing rules of procedure and recovery of costs for inspection and copying of public information. (Teske)

Mayor Teske explained that this is a Resolution the City's legal counsel put together to assist the City in navigating some of the current freedom of information act requests.

Motion: Mayor Pro-Tem Kane moved to approve item A on the Consider and Act agenda.

Second: Council Member Bodwell

In Favor: Mayor Pro-Tem Kane, Council Member Calderon, Childers and Bodwell

Opposed: None

Motion: Carries

- B. City Council to Consider and Act on approving Ordinance No. 2013-12-02 amending the Fiscal Year 2013-2014 Budget.

The Council went over the budget and the changes that were made. City Secretary Wess explained the Customer Service Training that the office employees went to on Monday.

Motion: Mayor Pro-Tem Kane move to approve Ordinance No. 2013-12-02 amending the Fiscal Year 2013-2014 Budget.

Second: Council Member Childers

In Favor: Mayor Pro-Tem Kane, Council Member Calderon, Childers and Bodwell

Opposed: None

Motion: Carries

X. DISCUSSION

- A. City Council to discuss potential or similar registration business processes. (Jones/Teske)

Police Chief Jones relayed how each business would be held accountable for their certificate of occupancy and if the business violates certain rules the certificate can be taken away. He stated that this would force the businesses selling synthetic cannabiniods to our Citizens' to relocate. The Council discussed the potential ordinance and the positive effect it would have for the City. Mayor Pro-Tem Kane suggested that when the ordinance is written that it should cover more than just selling cannabinoids it could also cover things like selling alcohol to minors.



**Lavon City Council Meeting
Minutes
December 17, 2013**

B. City Council to discuss the selection and requirements for committee members and preparation for creating a committee to explore creating a City Administrator position. (Stroop)

Mayor Teske relayed Council Member Stroop was absent and Mayor Pro-Tem Kane said he would speak for her. He stated there has already been some discussion about creating a City Administrator position. He suggested a committee needs to be formed to define the role of the City Administrator, define the requirements of that role, and put a course of action in place to fill the role. Police Chief Jones stated the City Council will have to write a resolution to form the committee. Mayor Pro-Tem Kane recommended the committee should be made up of the Mayor, two Council Members and two residents. He relayed it would be immensely helpful if the residents on the committee have senior management experience or previous experience hiring management. Council Member Bodwell confirmed that the Mayor, two Council Members and two residents was a good plan for the committee. Police Chief Jones also recommended the committee explore what changes need to be made in the LCR. Mayor Pro-Tem stated that looking at the LCR is a great idea but the residents on the committee are not going to know what the LCR is about. He suggested that the committee should define the job description first then the Council can look into what impact that definition has on the LCR.

XI. CITY COUNCIL TO SET FUTURE MEETINGS AND AGENDAS

The Council confirmed the committee for the City Administrator needs to be put on the next agenda for the December 30th City Council meeting.

XII. PRESIDING OFFICER TO ADJOURN THE CITY COUNCIL MEETING

Mayor Teske adjourned the meeting at 7:45 p.m.

Duly passed and approved on this 7 day of January, 2014.

Mayor Chuck Teske

Attest:

Chris Wess, City Secretary