



**Lavon City Council Meeting  
Minutes  
February 18, 2014**

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**I. MEETING CALLED TO ORDER AT 7:10 P.M. BY MAYOR TESKE**

Members Present: Mayor Chuck Teske  
Council Member Place 2, Jorge Calderon  
Council Member Place 4, Matt Childers  
Council Member Place 5, Jenny Bodwell

Members Absent: Council Member Place 1, Chris Kane, Mayor Pro-Tem  
Council Member Place 3, Melissa Stroop

Staff Present: City Secretary Chris Wess

Legal Representative: None

Commission and  
Board Members: None

Visitors: 1

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**

None

**IV. CONSENT AGENDA**

- A. Heritage Public Improvement District #1 Assessment Report Summary 12/31/13 (Wess)\*
- B. Heritage Public Improvement District #1 Assessment Report Summary 1/31/14 (Wess)\*

**Motion:** Council Member Bodwell made a motion to approve the consent agenda.

**Second:** Council Member Childers

**In Favor:** Council Members Calderon, Childers and Bodwell



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**Opposed:** None  
**Abstained:** None  
**Motion:** Carries

## VII. STAFF REPORTS

A. City Secretary – March 4, 2014 Primary, staffing update, training  
City Secretary Chris Wess informed Council Members that last Tuesday, February 25, 2014, she attended the Role of Supervisor training that was requested by the Council. Secretary Wess stated that she met with several individuals around the DFW Metroplex and felt like she brought back a lot of great information. She also informed the Council that she has begun her City Secretary training and certification. Also, she let them know that it is not a quick process and that it could take a minimum of three years to complete. She also, explained that this is something that is done at your own pace and it is very time consuming. She related that the City of Lavon will host the democratic primary elections for Collin County, and this will be staffed by Collin County. Secretary Wess also explained that she has placed an employment ad on the City website, as well as in the Wylie newspaper, to fill the administrative assistant position that is now available.

B. Public Works – Status Reports on: Roads Package, City Hall Gym, City Hall Park, and updating the street signs.

Public Works Director Terry McCalpin was not in attendance. Mayor Teske discussed the meeting that he had with County Commissioner Jon Kleinheksel with Collin County on what needs to be done with the roads. He stated that Gracie Rd. needs a full depth reconstruction for it to be done properly, Moore Rd. cannot be reconstructed at this time and Shoreview Rd. will receive a full depth reconstruction. He related that prep work will be done on all other streets listed in County proposal. He went on to add that roads coming up to City Hall will also receive full depth reconstruction, but will require very little from Public Works Department. A letter to the Open Spaces Board has been mailed, requesting remaining money to complete the fencing around City Hall Park. He added that the Gymnasium has been partially completed and that we are waiting for materials to finish sealing the gym off from the attic. Mayor Teske also discussed remaining funds needed for the flooring and heating and air conditioning in the gymnasium. Collin County was very impressed with gymnasium proposal, but will not be able to help fund this project for a few years. Street signs have been ordered to replace the ones that are currently missing. He stated that the Council could expect to see funds allocated in future budgets to replace all of the City street signs.

## VII. DISCUSSION

A. City Council to discuss the financial outlook report for month ending January, 2014. (Teske)

Mayor Teske explained that the estimated back balance has decreased by \$18,000.00. He also explained that there could be accounting misallocations that could bring some of those funds back in. Mayor Teske discussed the current



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contract with the trash service provider. He related that the City is currently billing for every residence, regardless whether it is occupied or not. Other services are being looked at for a new contract in July. Council Members also discussed options that the City might have available to them to collect outstanding balances and closed accounts that are not paid in full. Council Members also discussed the Wal-Mart grant that the City has received for the Community Center. They discussed possibly applying for another grant to add to those funds.

**B. City Council to discuss the current fee schedule. (Teske)**

Secretary Wess explained that there are commercial buildings that are being charged a residential rate for sewer. She stated that there is a new business coming into the City and these fees need to be fair and straight across the board. Mayor Teske stated that, as a small city, they heavily rely on these fees for revenue. Secretary Wess explained that the fee schedule supplied to Council Members also included recommended fees made by staff. Mayor Teske explained that Code Enforcement will soon be proactive to ensure that permits are being utilized and tickets will be written for those who do not have permits. These actions will also bring some revenue into the City. Council Member Bodwell stated that she felt these fees, as well as enforcing codes will be beneficial to the City of Lavon and also keep it aesthetically pleasing.

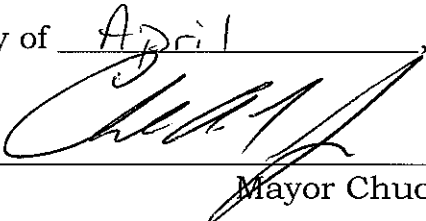
**IX. CITY COUNCIL TO SET FUTURE MEETINGS AND AGENDAS**

None

**IX. PRESIDING OFFICER TO ADJOURN THE CITY COUNCIL MEETING**

Mayor Teske adjourned the meeting at 8:15 p.m.

Duly passed and approved on this 15<sup>th</sup> day of April, 2014.

  
\_\_\_\_\_  
Mayor Chuck Teske

Attest:

  
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Chris Wess, City Secretary