



Minutes  
February 21, 2017  
City of Lavon City Council  
Lavon City Hall, 120 School Rd., Lavon, TX  
Regular Meeting

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**1. MAYOR TESKE CALLED THE MEETING TO ORDER AT 7:00 P.M. AND ANNOUNCED A QUORUM PRESENT.**

ATTENDING: CHUCK TESKE, MAYOR  
VICKI SANSON, PLACE 1  
DONNIE SPRADLIN, PLACE 2  
KAY WRIGHT, PLACE 3  
MINDI SERKLAND, PLACE 5

ABSENT: MATT CHILDERS, MAYOR PRO TEM, PLACE 4

**2. MAYOR TESKE LED THE RECITATION OF THE PLEDGE OF ALLEGIANCE AND DELIVERED THE INVOCATION.**

**3. CITIZENS COMMENTS**

There were none.

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

Ms. Wright reported about the February 18, 2017 groundbreaking for the Domino's commercial property. The Council was informed about the upcoming Easter Fun Day on April 1, 2017.

**5. CONSENT AGENDA**

**A. Approve the Minutes of the February 7, 2017 Joint Meeting with CISD.**

**B. Approve the Minutes of the February 7, 2017 Meeting.**

**C. Accept the Heritage Public Improvement District #1 Assessment Report Summary dated 01/31/2017 and authorize the payment of invoices included therein.**

**D. Approve Resolution No. 2017-02-01 approving the Order of Special Election and Notice of Special Election for May 6, 2017.**

**MOTION: APPROVE THE CONSENT AGENDA, AS PRESENTED.**

**MOTION MADE:** SERKLAND

**SECONDED:** WRIGHT

**APPROVED:** UNANIMOUS

**ABSENT:** CHILDERS

**6. PRESENTATIONS**

Nicole Roemer, Municipal Coordinator, Community Waste Disposal (CWD) presented information regarding the City's garbage and recycling programs and presented the City with a plaque detailing recycling accomplishments. Ms. Roemer provided information about the "X-treme Green Event" for household hazardous waste and bulk trash drop off slated for June. The Council expressed appreciation for the service provided to the residents and businesses of the City of Lavon by CWD.

**7. STAFF REPORTS**

- A. Police Department.** Chief Mike Jones provided a report regarding: 1) Police Department statistics for January 2016 through January 2017 and 2) staffing report. Chief Jones informed that Council that Officer Dan Porter has accepted a Chief of Police position in another city. The Council expressed appreciation to Officer Porter who was in attendance and wished him well in his new position.
- B. Fire Department.** Chief Jon Scott provided a report regarding: 1) outdoor storm warning siren system; 2) Tahoe update and 3) the new phone system installation at the Fire and Police Departments, including internet service.
- C. Public Works Department.** City Administrator Kim Dobbs provided a report regarding: 1) City Hall maintenance; 2) new maintenance/treatment measures at the lift stations; and 3) the shelter construction on City's property on FM 2755.
- D. Administration.** Ms. Dobbs referred the Council to reports in the meeting packet: 1) the Financial Outlook; 2) building permits report; 3) employee personal leave report for 2016 and 4) items submitted for Council information: Dallas Business Journal article - Wylie, December 2016 Monthly Tax Collection Report, January 2017 Monthly Tax Collection Report and December 2016 Recycling Services summary.
- E. Economic Development Corporation.** – Pam Mundo Executive Director, Lavon Economic Development Corporation (LEDC) presented the 2016 Annual Report for the LEDC.

At 7:39 p.m., Mayor Teske recessed the meeting and reconvened immediately in the parking lot where Chief Scott and firefighters provided a demonstration of and described the capabilities of the newly acquired ultra high pressure (UHP) fire suppression system. At 7:56 p.m., Mayor Teske reconvened the meeting in the City Council Chambers. Mayor Teske advised that agenda items would be taken out of order for the posted executive session.

## 8. EXECUTIVE SESSION

At 7:57 p.m., the Mayor recognized attorney Will Trevino, Messer, Rockefeller & Fort and recessed the meeting to go into Executive Session (closed meeting) to discuss the following: in accordance with the provisions of Chapter 551, TEXAS GOVERNMENT CODE, with the authority contained in §551.071 (2) Consultation with 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 this chapter:

- Discussion concerning a Development Agreement with Sterling One Properties, LLC.
- Sewer utility Certificates of Convenience and Necessity (CCNs) in the corporate limits and extraterritorial jurisdiction.
- Docket No. 46341 filed with the Public Utility Commission of Texas.

## 9. RECONVENE INTO REGULAR SESSION

In accordance with Texas Government Code, Section 551.001, Mayor Teske reconvened the meeting at 8:56 p.m. and advised that no action was taken in executive session.

## 10. ITEMS FOR CONSIDERATION

- A. Discussion and action regarding Resolution No. 2017-02-02 authorizing the Mayor to execute a Joint Election Agreement.**

**MOTION: APPROVE RESOLUTION NO. 2017-02-02 AUTHORIZING THE MAYOR TO EXECUTE A JOINT ELECTION AGREEMENT.**

**MOTION MADE:** WRIGHT  
**SECONDED:** SPRADLIN  
**APPROVED:** UNANIMOUS  
**ABSENT:** CHILDERS

- B. Discussion and action regarding Resolution No. 2017-02-03 authorizing the Mayor to execute a contract with the Collin County Elections Administrator for Election Services related to the May 6, 2017 Special Election.**

**MOTION: APPROVE RESOLUTION NO. 2017-02-03 AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH THE COLLIN COUNTY ELECTIONS ADMINISTRATOR FOR ELECTION SERVICES RELATED TO THE MAY 6, 2017 SPECIAL ELECTION.**

**MOTION MADE:** SPRADLIN  
**SECONDED:** SANSON  
**APPROVED:** UNANIMOUS  
**ABSENT:** CHILDERS

- C. Discussion and action regarding Resolution No. 2017-02-04 appointing Bruce Sherbet, Collin County Elections Administrator as the Early Voting Clerk for the May 6, 2017 Special Election May 6, 2017 Special Election.**

**MOTION: APPROVE RESOLUTION NO. 2017-02-04 APPOINTING BRUCE SHERBET, COLLIN COUNTY ELECTIONS ADMINISTRATOR AS THE EARLY VOTING CLERK FOR THE MAY 6, 2017 SPECIAL ELECTION.**

**MOTION MADE:** SERKLAND  
**SECONDED:** WRIGHT  
**APPROVED:** UNANIMOUS  
**ABSENT:** CHILDERS

- D. Discussion and action regarding Resolution No. 2017-02-05 authorizing the Mayor to execute a Confirmation of Engagement with Whitney Solutions, L.L.C. for professional services related to the redesign and related services to update the City website in an amount not to exceed \$5500.00.**

**MOTION: APPROVE RESOLUTION NO. 2017-02-05 AUTHORIZING THE MAYOR TO EXECUTE A CONFIRMATION OF ENGAGEMENT WITH WHITNEY SOLUTIONS, L.L.C. FOR PROFESSIONAL SERVICES RELATED TO THE REDESIGN AND RELATED SERVICES TO UPDATE THE CITY WEBSITE IN AN AMOUNT NOT TO EXCEED \$5500.00.**

**MOTION MADE:** SERKLAND  
**SECONDED:** WRIGHT  
**APPROVED:** UNANIMOUS  
**ABSENT:** CHILDERS

- E. Receive the 2016 Racial Profiling Report.**

The City Council received the 2016 Racial Profiling Report presented by Chief Jones.

- F. Discussion and action regarding a voluntary notification system to contact utility customers regarding their account status.**

Ms. Dobbs presented information regarding delinquent utility accounts, the process and efforts to improve collections and innovations to best serve the customers of the City. Ms. Dobbs introduced information relating to an automated messaging system and presented pricing information. Ms. Dobbs noted that funding is available in the budget for such a program.

**MOTION: AUTHORIZE THE STAFF TO IMPLEMENT A VOLUNTARY NOTIFICATION SYSTEM TO CONTACT UTILITY CUSTOMERS REGARDING THEIR ACCOUNT STATUS.**

**MOTION MADE:** SPRADLIN

**SECONDED:** SANSON  
**APPROVED:** UNANIMOUS  
**ABSENT:** CHILDERS

**G. Discussion and action regarding board and commission appointment – Parks & Recreation Board.**

There was no discussion or action taken by the City Council.

**11. DISCUSSION**

**A. Discussion regarding a United States Postal Service policy that all new residential developments use cluster box units instead of individual mailboxes for mail delivery and establishing a requirement that house numbers be displayed on houses for public safety purposes.**

Ms. Dobbs presented information about the United States Postal Service recent implementation of a change in the mail delivery system that requires new construction to utilize a cluster box unit instead of individual mailboxes. Dobbs recommended that the Council enact regulations requiring house numbers to be posted on the structure or in a visible location when the structure is not visible from the street. The Council requested that an ordinance be drafted and presented at the next meeting.

**B. Discussion regarding the sewer tap fee for new construction.**

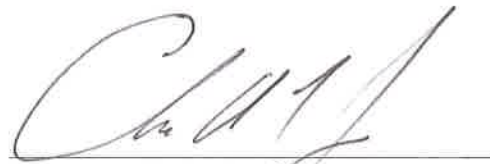
Ms. Dobbs informed the City Council that the sewer tap fee of \$2,200.00 has not been increased since it was established in 2007. Ms. Dobbs suggested and the consensus of the Council was that and the fee should be increased to adequately cover the costs that it is intended to cover.

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

- March 7, 2017 Meeting to include a discussion of the Bently Farms road maintenance and speed deterrent requests
- March 21, 2017 Meeting to include a Town Hall meeting and open house for park plan discussion to begin at 6:00 p.m.

**13. MAYOR TESKE ADJOURNED THE MEETING AT 9:15 P.M.**

**DULY PASSED and APPROVED** by the City Council of the City of Lavon, Texas, on the 7<sup>th</sup> day of March 2017.

  
Charles A. Teske, Jr., Mayor

**ATTEST:**

  
Kim Dobbs, City Administrator | City Secretary

