



**Lavon City Council Meeting  
Minutes  
March 17, 2015**

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**I. MEETING CALLED TO ORDER AT 7:06 P.M. BY MAYOR TESKE**

Members Present: Mayor Chuck Teske  
Council Member Place 1, Simon Abela  
Council Member Place 2, Jorge Calderon, Mayor Pro-Tem  
Council Member Place 3, Melissa Stroop  
Council Member Place 4, Matt Childers  
Council Member Place 5, Mindi Serkland

Members Absent: None

Staff Present: City Secretary Chris Wess  
Public Works Director Terry McCalpin  
Police Chief Mike Jones  
Police Officer Thomas Aaron

Legal Representative: Andy Messer and Mack Reinwand

Commission and Board Members: Planning and Zoning Commissioner Vicki Sanson  
EDC Executive Director Pam Mundo

Visitors: 0

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**

City Secretary Wess reminded the Council Members of the 3<sup>rd</sup> Annual Easter Egg Hunt to be held at City Hall Park on Saturday, March 28, 2015 from 11:00am to 1:00pm. The Easter Bunny will arrive at 11:00am, egg hunt for 4 and under at 11:15, egg hunt for 5 and up at 11:45, then hamburgers, hot dogs and lots of activities afterwards. Council Member Stroop informed the Council that the Volunteer Fire Department had performed CPR on a heart transplant recipient. She stated that she was excited about the fact that our City volunteers did such a good job.



# Lavon City Council Meeting

## Minutes

### March 17, 2015

---

#### VI. CONSENT AGENDA

- A. Minutes of the January 20, 2015 meeting.\* (Davis)
- B. Minutes of the February 3, 2015 meeting.\* (Davis)
- C. Minutes of the February 17, 2015 meeting.\*(Davis)
- D. Heritage Public Improvement District #1 Assessment Report Summary 2/28/15.\* (Wess)

**Motion:** Council Member Stroop made a motion to approve the Consent Agenda.

**Second:** Mayor Pro-Tem Calderon

**In Favor:** Mayor Pro-Tem Calderon, Council Members Abela, Stroop, Childers and Serkland

**Opposed:** None

**Abstained:** None

**Motion:** Carries

#### VII. STAFF REPORTS

##### A. City Secretary – February Financial Outlook, Receivables Report, IT update, upcoming scheduled training.

City Secretary Wess went over the Outlook report. She explained that there was more money that came in this month, the franchise tax was higher than expected and yielded approximately \$9000.00 more than last month. Mayor Pro-Tem Calderon asked Public Works Director Terry McCalpin about \$1000.00 spent on tool purchase. Mr. McCalpin could not answer exactly what the money was spent on, but explained that there is a paper trail, he just did not have the information in front of him. Secretary Wess explained the transfers made, \$40,000 to TIF account and \$4400 to dedicated fund for the Sports Complex design. Council Member Stroop asked if the increase in insurance was for the police Car that was involved in the accident in December. Secretary Wess informed her that it was for a claim made against the City when a public works employee was mowing and accidentally threw a rock into a car and damaged it. Secretary Wess also informed the Council Members that the IT situation has improved. She told them that she and William Whitney both have been working diligently to remove all old accounts that are no longer used. She stated that they have one large account left to archive, once it is deleted, the spam and virus software will be added. She stated that the number of email accounts along with the number of GB's used per account are currently limited with GoDaddy and they are researching new email providers. All accounts will receive an email to inform them of the server being down for the software update. She also explained that all data and programs are now being backed up properly. She also informed the Council Members that electronic locks for the doors have been ordered and will be installed as soon as they are received. Secretary Wess stated that all City Ordinances are now backed up on the server and organized. The City Resolutions are now being scanned and organized as well and should be completed soon. She informed the Council Members that LeAnn McClendon, Diane



# Lavon City Council Meeting

## Minutes

### March 17, 2015

---

Cuellar and herself will be attending training in Jonesboro, AK on April 21<sup>st</sup> and 22<sup>nd</sup>. The only cost of the training will be travel expenses; rental car, hotel and meals. Kelly will be in the office by herself, but it is a quiet time of the month. She also discussed the fact that she and Kelly both will be attending a seminar in League City, TX on June 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup>, as part of their City Secretary Training.

**B. Police Department – Chief to discuss the recent weather issues, progress on the update of the record management system, dispatch and the police explorer program.**

Chief Jones explained to the Council Members that the bad weather put a strain on the Police Department. He stated that the department was in response mode which may impact the comp time accrued by officers. Chief Jones also discussed that the Police Department's records management system has exceeded their storage capacity. He explained the new software has been ordered and they are scheduled to have it installed so that they can overcome these issues. He also informed the Council that he attended a dispatch meeting and was told that effective October 2017, we will be off of the Collin County dispatch system. He also stated that many local Mayors have taken action against this new policy, and solutions are being discussed. Chief Jones also reported that the Explorer program had their first official meeting and the participants created their own patch. He stated that there were 8 kids present, mostly high school age girls.

**C. Public Works – Discussion to include: Several ice days, still prepping for test on March 19<sup>th</sup>, replaced culvert at Forder @ Bois d 'Arc, and lift station #1 having problem with pump switch. Possibly destroyed during power outage or lightning. New switch ordered. Improvements being made at Police Station, replacement/repair of doors, windows and a/c units.**

Terry McCalpin stated that the ice and snow days had slowed down several projects, but they are getting back on track. He explained that he and Public Works Operator Sonny Mancias are prepping for the wastewater test on March 19<sup>th</sup>. He also informed the Council that they have replaced the culvert on Forder Court to relieve the run-off due to the old culvert being stopped up. Mr. McCalpin also explained that they replaced the switch that went out on the pump at lift station #1, but they cannot figure out why it went out. He also discussed the improvements being made at the Police Station. He explained that they were repairing the back door and that the windows needed to be replaced. He also stated that he is waiting on bids for the new A/C units.

## **VIII. CONSIDERATION AND ACTION**

- A.** City Council to consider and act on approving the Lavon EDC Annual Report of Activities and Accomplishments for 2014 and Strategic Plan for 2015. (Teske)  
Pam Mundo, Executive Director for the Lavon EDC, explained that this will set out a strategic plan with goals and explains them.



# Lavon City Council Meeting

## Minutes

### March 17, 2015

---

**Motion:** Council Member Stroop made a motion to approve Lavon EDC Annual Report of Activities and Accomplishments for 2014 and Strategic Plan for 2015.

**Second:** Council Member Childers

**In Favor:** Mayor Pro-Tem Calderon, Council Members Abela, Stroop, Childers and Serkland

**Opposed:** None

**Abstained:** None

**Motion:** Carries

- B.** City Council to consider and act on approving the Lavon EDC Budget Amendment that adds a new line item for the Lavon Sports Complex Master Plan Funding (\$3800.00 and reduces the Additional Infrastructure Project Line (from \$25,000.00 to \$21,200.00). (Teske)

**Motion:** Council Member Stroop made a motion to approve the Lavon EDC Budget Amendment that adds a new line item for the Lavon Sports Complex Master Plan Funding and reduces the Additional Infrastructure Project Line.

**Second:** Council Member Serkland

**In Favor:** Mayor Pro-Tem Calderon, Council Members Abela, Stroop, Childers and Serkland

**Opposed:** None

**Abstained:** None

**Motion:** Carries

- C.** City Council to consider and act on approving the Lavon Recreation Sports Complex Master Plan Agreement with Mundo and Associates, Inc. for \$8,200.00. (Teske)

**Motion:** Mayor Pro-Tem Calderon made a motion to approve Item C on the Consideration and Action.

**Second:** Council Member Stroop

**In Favor:** Mayor Pro-Tem Calderon, Council Members Abela, Stroop, Childers and Serkland

**Opposed:** None

**Abstained:** None

**Motion:** Carries

- D.** City Council to consider and act on approving the Cost Sharing Agreement with D.R. Horton and Bear Creek Windmill, L.P., for the purpose of repairing Geren Rd. (Teske)

**Item Tabled**

- E.** City Council to consider and act on approving the Escrow Agreement between D.R. Horton and Bear Creek Windmill, L.P., concerning the repairs to Geren Rd. (Teske)



**Lavon City Council Meeting  
Minutes  
March 17, 2015**

---

**Item Tabled**

**IX. DISCUSSION**

**City Council to discuss the Staff Comp Time Report. (Stroop)**

Council Member Stroop asked if there was a plan in place to alleviate some of the Comp Time that has accrued. Chief Jones stated that he did have a plan in place that will take effect as soon as the new officer is finished with training. He stated that he hoped to have Comp Time hours at a manageable level by June. Secretary Wess also informed the Council Members that the hours went down after the last pay period.

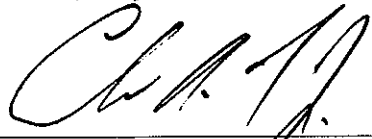
**X. CITY COUNCIL TO SET FUTURE MEETINGS AND AGENDAS**

Council Member Stroop asked that Public Works Director Terry McCalpin give an update on the Hwy 78 construction.

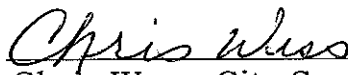
**XI. PRESIDING OFFICER TO ADJOURN THE CITY COUNCIL MEETING**

Mayor Teske adjourned the meeting at 8:17 p.m.

Duly passed and approved on this 21st day of April, 2015.

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

Attest:

  
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Chris Wess, City Secretary