



**MINUTES**  
**NOVEMBER 6, 2018**  
**LAVON CITY COUNCIL**  
**REGULAR MEETING – EXECUTIVE SESSION**  
**CITY HALL, 120 SCHOOL ROAD, LAVON, TEXAS**  
**7:00 P.M.**

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ATTENDING: VICKI SANSON, MAYOR  
JOHN KELL, PLACE 1  
MIKE COOK, PLACE 2  
TIM DAVIS, PLACE 4  
MINDI SERKLAND, PLACE 5

ABSENT: KAY WRIGHT, MAYOR PRO TEM, PLACE 3

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

**2. MAYOR SANSON LED THE RECITATION OF THE PLEDGE OF ALLEGIANCE AND MR. KELL DELIVERED THE INVOCATION.**

**3. CITIZENS COMMENTS**

There were none.

**4. ITEMS OF INTEREST/COMMUNICATIONS**

- Lavon Area Chamber Golf Tournament, November 9, 2018, 11am.
- CISD – CHS Ground Breaking, November 15, 2018, 2pm.
- LEDC Small Business Bazaar, November 24, 2018 10am-3pm

**5. CONSENT AGENDA**

**A. Approve the minutes of the October 16, 2018 meeting.**

**MOTION: APPROVE THE CONSENT AGENDA.**

MOTION MADE: DAVIS

SECONDED: KELL

APPROVED: UNANIMOUS

ABSENT: WRIGHT

**6. ITEMS FOR CONSIDERATION**

**A. Discussion and action regarding Resolution No. 2018-11-01 appointing a member to the initial 9-1-1 District Board and providing an effective date.**

Ms. Dobbs provided details regarding the appointment and noted that the appointed person must attend the December 5, 2018 meeting of the initial board.

**MOTION: APPROVE RESOLUTION NO. 2018-11-01 APPOINTING MAYOR VICKI SANSON TO THE INITIAL 9-1-1 DISTRICT BOARD.**

MOTION MADE: SERKLAND

SECONDED: COOK

APPROVED: UNANIMOUS

ABSENT: WRIGHT

**B. Discussion and action regarding Resolution No. 2018-11-02 amending the Wastewater Facilities Installation Policy approved by Resolution 2017-10-03 and providing an effective date.**

Ms. Dobbs reviewed the previously adopted Waste Water Facilities Installation policy and explained that the amendment provides for the submittal of certain land use documents, procedural steps and

further provides that adjacent properties will annex to obtain service unless granted an exception by the City Council. Ms. Dobbs advised that the city's consulting engineer and attorney participated in the draft amendment and recommended approval.

**MOTION: APPROVE RESOLUTION NO. 2018-11-02 AMENDING THE WASTEWATER FACILITIES INSTALLATION POLICY WITH RECOMMENDED CHANGES.**

MOTION MADE: SERKLAND  
SECONDED: COOK  
APPROVED: UNANIMOUS  
ABSENT: WRIGHT

**C. Discussion and action regarding the selection of a firm to provide public improvement district administration and service and assessment plan consultant services and authorization for the city staff and city attorney to negotiate a contract for services.**

Ms. Dobbs, Ms. Serkland and Mayor Sanson along with Financial Advisor Jason Hughes, were directed by council to conduct interviews with the top two firms, P3 Works and 30 Three Sixty Public Finance. Interviews were conducted and the committee recommended that the City Council authorize the city staff and attorney to negotiate a professional services agreement with P3 Works, LLC. Ms. Dobbs introduced Mary Petty with P3 Works, LLC. Ms. Petty gave a brief background on her company and experience with Public Improvement District Administration.

**MOTION: DIRECT STAFF AND CITY ATTORNEY TO NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT WITH P3 WORKS, LLC FOR PUBLIC IMPROVEMENT DISTRICT ADMINISTRATION AND SERVICE AND ASSESSMENT PLAN CONSULTATION SERVICES FOR THE CITY OF LAVON.**

MOTION MADE: DAVIS  
SECONDED: KELL  
APPROVED: UNANIMOUS  
ABSENT: WRIGHT

**D. Report and discussion regarding investment reports.**

Ms. Dobbs distributed the FY 2018 quarterly investment reports to the City Council and confirmed that investments are made subject to the City's Investment Policy and Public Funds Investment Act in a manner that will provide the maximum security of principal invested through limitations and diversification. The City Council noticed the improved interest earnings with the investment of funds in TexStar and the improved depository contract.

**E. Discussion and action regarding Ordinance No. 2018-11-01 amending Chapter 2, Administration and Personnel of the City's Code of Ordinances to establish a City Council governance policy and rules of procedure for conducting City Council meetings and providing for an effective date, proper notice and meeting; severability clause and repealer clause..**

Ms. Dobbs explained that two separate council members had independently inquired about updating the City's code of conduct or governance. Ms. Dobbs provided a redline change that Ms. Serkland had suggested regarding the appointment of Council sub-committees. The Council discussed the policy and implications. Mr. Kell and Ms. Serkland expressed concern regarding Section 7-C of the drafted policy in regards to their personal social media accounts. The consensus of the City Council was to act upon the proposed policy and continue to review and possibly amend the social media section.

**MOTION: APPROVE ORDINANCE NO. 2018-11-01 AMENDING CHAPTER 2 ADMINISTRATION AND PERSONNEL OF THE CITY'S CODE OF ORDINANCES TO ESTABLISH A CITY COUNCIL GOVERNANCE POLICY AND RULES OF PROCEDURE FOR CONDUCTING CITY COUNCIL MEETINGS AND PROVIDING FOR AN EFFECTIVE DATE, PROPER NOTICE AND MEETING; SEVERABILITY CLAUSE AND REPEALER CLAUSE.**

MOTION MADE: COOK  
SECONDED: DAVIS

APPROVED: UNANIMOUS  
ABSENT: WRIGHT

**F. Discussion and action regarding board and commission appointments-Parks and Recreation Board.**

The City Council discussed the Parks and Recreation Board vacancies created by the recent resignations of Chuck Teske and David Hawkins.

**MOTION: APPOINT MINDI SERKLAND TO THE COUNCIL LIAISON POSITION IN PLACE 5 AND TIM DAVIS TO THE ALTERNATE POSITION OF THE PARKS AND RECREATION BOARD.**

MOTION MADE: KELL  
SECONDED: COOK  
APPROVED: UNANIMOUS  
ABSENT: WRIGHT

**G. Update and discussion regarding public safety initiatives.**

Jon Scott, Fire Marshal, updated the council on the recently established "Safe Exchange Zone" for internet purchases and Child Custody Exchanges. The area will have 24-hour camera surveillance. The Lavon PD is also proposing the Lavon Community Camera Program, created to deter crime and improve investigations by the Lavon Police Department. The Council expressed support for the totally voluntary program to promote citizen participation to keep Lavon safe and crime free.

**7. EXECUTIVE SESSION**

At 7:52 p.m., in accordance with the Texas Government Code, Annotated, Subchapter 551, Mayor Sanson recessed the meeting to go into executive session (closed meeting) to discuss the following items.

Section 551.071 (2) and 551.071 (1) 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 the Texas Open Meetings Act and Consultation with Attorney regarding pending litigation or settlement offer:

- 1) Franchise fee payments- Spectrum.

**8. RECONVENE FROM EXECUTIVE SESSION INTO REGULAR SESSION**

In accordance with Texas Government Code, Section 551.001, et seq., Mayor Sanson reconvened the meeting at 8:01 p.m. and stated that no action was taken in executive session.

**A. Discussion and action regarding Franchise Fee Payments-Spectrum.**

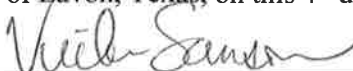
No action was taken.

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

- Next meeting – Special Meeting November 16, 2018 at 4 p.m. to canvass the election results.
- November 20 Meeting will be cancelled.
- Next regular meeting – December 4, 2018

**10. MAYOR SANSON ADJOURNED THE CITY COUNCIL MEETING AT 8:09 P.M.**

**DULY PASSED and APPROVED** by the City Council of Lavon, Texas, on this 4<sup>th</sup> day of December, 2018

  
Vicki Sanson, Mayor

ATTEST:

  
Kim Dobbs, City Administrator/City Secretary

