



**MINUTES
JUNE 16, 2020
LAVON CITY COUNCIL
REGULAR MEETING
TELEPHONIC MEETING
CITY HALL, 120 SCHOOL ROAD, LAVON, TEXAS
7:00 P.M.**

The meeting was conducted telephonically in accordance with the orders of the Office of the Governor in order to advance the public health goal of limiting face-to-face meetings to slow the spread of the Coronavirus (COVID-19). The meeting agenda and packet were posted on the city website prior to the meeting.

ATTENDING: VICKI SANSON, MAYOR
JOHN KELL, PLACE 1
MIKE COOK, PLACE 2
KAY WRIGHT, MAYOR PRO TEM, PLACE 3
TED DILL, PLACE 4
MINDI SERKLAND, PLACE 5

1. MAYOR SANSON CALLED THE MEETING TO ORDER AT 7:00 P.M., TOOK ROLL AND CONFIRMED A QUORUM PRESENT.

2. MAYOR SANSON OBSERVED A MOMENT OF SILENCE.

3. CITIZENS COMMENTS

There were no citizens comments.

4. ITEMS OF INTEREST/COMMUNICATIONS

- Blood Drive in the Gym at City Hall 11:00am-3:00pm
- LEDC has mailed out \$20 coupons to City of Lavon residents.

6. CONSENT AGENDA

A. Approve the minutes of the June 2, 2020 meeting.

B. Accept the Heritage Public Improvement District #1 Assessment Report Summary dated 5/31/2020 and authorize the payment of all invoices for the Public Improvement District #1.

C. Approve Resolution No. 2020-06-03 authorizing the Mayor to execute an Interlocal Dispatch Services Agreement for the Fire Department with Collin County for one-year period from October 1, 2019 to September 30, 2020.

MOTION: APPROVE THE CONSENT AGENDA.

MOTION MADE: DILL

SECONDED: SERKLAND

APPROVED: UNANIMOUS

7. ITEMS FOR CONSIDERATION

A. Discussion and action regarding Resolution No. 2020-06-04 approving the 2020 Annual Service Plan Update including authorizing the collection of the 2020 annual installments for the LakePointe Public Improvement District.

City Administrator Kim Dobbs provided information regarding the annual update required by state law. PID Administrator Mary Petty, P3 Works, presented the updated Service and Assessment Plan (SAP) and answered questions regarding the update. Ms. Petty explained that the proposed SAP Update also updates the Assessment Roll for 2020.

MOTION: APPROVE RESOLUTION NO. 2020-06-04 UPDATING THE 2020 ANNUAL SERVICE PLAN INCLUDING AUTHORIZING THE COLLECTION OF THE 2020 ANNUAL INSTALLMENTS FOR THE LAKEPOINTE PUBLIC IMPROVEMENT DISTRICT.

MOTION MADE: SERKLAND
SECONDED: KELL
APPROVED: UNANIMOUS

- B. Discussion and action regarding Resolution No. 2020-06-05 authorizing the Mayor to execute a Standard Utility Agreement with the State of Texas, acting by and through the Texas Transportation Commission, for state participation in the costs of the lowering and relocation of an existing sanitary sewer main crossing and running parallel to State Highway 205.**

Ms. Dobbs provided information regarding the widening of State Highway 205 (SH 205) and the location of the existing sanitary sewer main crossing near Endeavor. Ms. Dobbs explained that funding for a portion of the relocation will be shared with TXDOT due to the relocation of a portion the sewer line. Ms. Dobbs added that TXDOT will reimburse the city for just over fifty-seven percent (57.88%), representing an estimated amount of \$83,421.37.

MOTION: APPROVE RESOLUTION NO. 2020-06-05 AUTHORIZING THE MAYOR TO EXECUTE A STANDARD UTILITY AGREEMENT WITH THE STATE OF TEXAS, ACTING BY AND THROUGH THE TEXAS TRANSPORTATION COMMISSION, FOR STATE PARTICIPATION IN THE COSTS OF THE LOWERING AND RELOCATION OF AN EXISTING SANITARY SEWER MAIN CROSSING AND RUNNING PARALLEL TO STATE HIGHWAY 205, SUBJECT TO THE CITY ENGINEER'S APPROVAL.

MOTION MADE: WRIGHT
SECONDED: SERKLAND
APPROVED: UNANIMOUS

- C. Discussion and action regarding Resolution No. 2020-06-06 granting and authorizing the Mayor to execute a Utility Easement and Covenant of Access and a Memorandum of Understanding with Farmers Electric Cooperative, Inc.**

Ms. Dobbs stated that Farmers Electric Cooperative, Inc. (FEC) has requested an easement across the city-owned property north of Crestridge Meadows subdivision adjacent to County Road 484. It was noted that the creek crossing will be above-ground.

MOTION: APPROVE RESOLUTION NO. 2020-06-06 GRANTING AND AUTHORIZING THE MAYOR TO EXECUTE A UTILITY EASEMENT AND COVENANT OF ACCESS AND A MEMORANDUM OF UNDERSTANDING WITH FARMERS ELECTRIC COOPERATIVE, INC.

MOTION MADE: KELL
SECONDED: DILL
APPROVED: UNANIMOUS

- D. Discussion and action regarding Resolution No. 2020-02-07 approving HIV/AIDS Workplace Guidelines and Policy.**

Ms. Dobbs reviewed the terms and conditions for applying for the Coronavirus Relief fund (CFR), and the city attorney's recommendation to implement applicable provisions of the model HIV/AIDS work place guidelines of the Texas Department of Health as required by the Texas Health and Safety Code.

MOTION: APPROVE RESOLUTION NO. 2020-02-07 APPROVING HIV/AIDS WORKPLACE GUIDELINES AND POLICY.

MOTION MADE: SERKLAND
SECONDED: WRIGHT
APPROVED: UNANIMOUS

E. Presentation, discussion and action regarding Resolution No. 2020-06-08 authorizing an amendment to the contract with Community Waste Disposal (CWD) for the collection, hauling and disposal of municipal solid waste to approve a market adjustment to rates charged.

Ms. Dobbs introduced Nicole Roemer, Community Waste Disposal, who presented the request for the 2020 Annual Market Adjustment that is provided for in the City's contract. Ms. Roemer noted that the adjustment is a function of CPI, Fuel, and Disposal cost factors. Ms. Roemer and Ms. Dobbs provided information regarding the City's proposed request and CWD's agreement that in light of volatile economic conditions related to the oil/gas industry and COVID-19 since the March calculation was prepared, CWD will re-calculate the Market Adjustment in October (three months from the effective date of July 1) to see if there is a substantial difference in the indexes. If there is a difference that would be positive to the City, CWD agreed to consider an adjustment that would be effective at the time it is considered until the next anniversary date. If the difference would be negative to the City, CWD agreed that the adjustment approved by Resolution No. 2020-06-08 would remain in effect until the next Market Adjustment on the anniversary date. Ms. Dobbs noted that there was no rate increase recommended to be passed on to the customers.

MOTION: APPROVE RESOLUTION NO. 2020-06-08 AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH COMMUNITY WASTE DISPOSAL (CWD) FOR THE COLLECTION, HAULING AND DISPOSAL OF MUNICIPAL SOLID WASTE TO APPROVE A MARKET ADJUSTMENT TO RATES CHARGED.

MOTION MADE: WRIGHT
SECONDED: DILL
APPROVED: UNANIMOUS

F. Discussion and action regarding board and commission appointments – Lavon Economic Development Corporation Board of Directors, Planning and Zoning Commission and Lavon Volunteer Fire Department Board of Directors.

Ms. Dobbs relayed that the members of the Planning & Zoning Commission and LVFD Board of Directors who were up for reappointment were willing to continue in their appointed positions. Ms. Wright added that the same was true of the LEDC Board members.

MOTION: APPROVE THE REAPPOINTMENT AND THE TERMS OF LEDC BOARD MEMBERS KAY WRIGHT, PLACE 1; VICKI SANSON, PLACE 3; JOE SERPETTE; PLACE 5 AND JOSE GARCIA, PLACE 7; AND THE REAPPOINTMENT OF PLANNING & ZONING COMMISSION MEMBERS DEBORAH NABORS, SEAT 2 AND MICHAEL SMITH, SEAT 4; AND THE REAPPOINTMENT OF LVFD BOARD OF DIRECTORS MINDI SERKLAND, SEAT 1 AND KELLY TURK, SEAT 3.

MOTION MADE: SERKLAND
SECONDED: WRIGHT
APPROVED: UNANIMOUS

G. Discussion and action regarding orders and regulations, programming, city facilities and operations related to COVID-19.

Ms. Dobbs provided information regarding current COVID cases and recoveries in the 75166 area. Ms. Dobbs further noted that city operations have continued smoothly as usual with the lobbies closed to the public at City Hall and the Police Department. Ms. Dobbs added that the Municipal Court successfully conducted court on June 6 and that Municipal Court Clerk Sue Johnson did a great job of preparing and coordinating the Municipal Court COVID-19 Operating Plan.

There was discussion of returning employees from teleworking in phases as appropriate. The City Council expressed concern and care for the safety and desires of the employees. The consensus of the City Council was to continue with telephonic meetings and keeping the public areas of city buildings closed until further discussion on July 7.

The City Council reviewed suggested recommendations for garage sales and outdoor retail sales. Ms. Dobbs explained that since March, the City had not issued garage sale permits and acknowledged that

had not stopped garage sales from occurring. The City Council expressed support for issuing permits and publicizing the suggested guidelines.

8. BUDGET WORK SESSION:

Discussion regarding the financial status for current fiscal year, budget calendar, anticipated commitments, departmental service levels, fee schedule, and projected needs for FY 2020-21.

Ms. Dobbs provided a presentation regarding the upcoming budget process, departmental summaries, the Collin Central Appraisal District Certified Estimate of Taxable Value and the appeals process, Senate Bill 2 requirements and implications, and the Texas Comptroller's Tax Rate Notice information. The City Council directed that the next budget work session should be scheduled for the second meeting in July.

8. DEPARTMENT REPORTS

- A. Police Services** – Police Chief Mike Jones presented reports regarding traffic stops, calls for service, call breakout information, COVID changes and community relations officer's report.
- B. Fire Services** – Fire Chief Danny Anthony presented the LFD service and equipment report.
- C. Public Works** – Ms. Norton reviewed a report regarding general public works and street maintenance including mowing and trash collection and the sewer plant expansion. A status report was provided Crestridge Meadows, Lavon Farms, Traditions Phase 2, Presidents Rd. Bridge and LakePointe developments construction.
- D. Administration** – Ms. Dobbs referenced and offered to answer questions regarding the reports provided in the meeting packet including the Building Permits Report; CWD Recycling Report, Collin County Tax Collection Reports; Preliminary Tax Value report; Sales Tax Report; TxDOT SH 205 Status Report; TexStar Newsletter and general staff report.

9. CITY COUNCIL TO SET FUTURE MEETINGS AND AGENDAS.

- July 7, 2020 7 p.m. Regular Meeting

10. MAYOR SANSON ADJOURNED THE CITY COUNCIL MEETING AT 8:40 P.M.

DULY PASSED and APPROVED by the City Council of Lavon, Texas, on this 7th day of July 2020.



Vicki Sanson
Mayor

ATTEST:



Kim Dobbs
City Administrator/City Secretary

