



**MINUTES
AUGUST 18, 2020
LAVON CITY COUNCIL
REGULAR MEETING
TELEPHONIC MEETING
CITY HALL, 120 SCHOOL ROAD, LAVON, TEXAS
6:30 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 6:30 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

- August 22 Carter Blood Drive will be at City Hall for community donation opportunities
- August 22 CISD Back to School Bash 9am-1pm.
- October 17 X-Treme Green Household Hazardous Waste and Bulk Clean-up day.

5. CONSENT AGENDA

A. Approve the minutes of the July 7, 2020 meeting.

B. Accept the Heritage Public Improvement District #1 Assessment Report Summary dated 7/31/2020 and authorize the payment of all invoices for the Public Improvement District #1.

C. Approve Ordinance No. 2020-08-03 amending the Zoning Map adopted pursuant to Section 9.2.2.4 of the City of Lavon Code of Ordinances to correct the zoning classification of the 2.786 acres of land at 208 Moore Lane, from Agricultural (A) to Retail (R) pursuant to Ordinance No. 2001-04-01; providing for publication and providing an effective date.

D. Approve Ordinance No. 2020-08-04 providing for the Recodification of Chapter 9, "Planning and Development", Exhibit A "Subdivision Ordinance" and Exhibit B "Zoning Ordinance" of the City's Code of Ordinances; providing severability, savings and repealing clauses; and providing an effective date.

City Administrator Kim Dobbs requested that Item A. regarding approval of the minutes be deferred to the September 1, 2020 meeting.

MOTION: APPROVE ITEMS B, C AND D OF THE CONSENT AGENDA.

MOTION MADE: WRIGHT

SECONDED: DILL

APPROVED: UNANIMOUS

6. ITEMS FOR CONSIDERATION

- A. **Discussion and action regarding Task Order #5 with Freeman-Millican, Inc. pursuant to Resolution No. 2018-06-01 for professional engineering services relating to the design, preparation of bid documents, and construction administration for a paved parking lot at City Hall as identified as CP-12 in the Capital Improvements Plan (CIP) not to exceed \$71,300.00.**

Ms. Dobbs reviewed the Strategic Plan and Capital Improvements Plan (CIP) project and introduced Mark Hill, Freeman Millican, Inc. Mr. Hill presented initial steps for the parking lot paving project at City Hall. Ms. Dobbs noted that addressing the uncovered well is included in the scope of Mr. Hill's task order.

MOTION: APPROVE TASK ORDER #5 WITH FREEMAN-MILLICAN, INC. PURSUANT TO RESOLUTION NO. 2018-06-01 FOR PROFESSIONAL ENGINEERING SERVICES RELATING TO THE DESIGN, PREPARATION OF BID DOCUMENTS, AND CONSTRUCTION ADMINISTRATION FOR A PAVED PARKING LOT AT CITY HALL AS IDENTIFIED AS CP-12 IN THE CAPITAL IMPROVEMENTS PLAN (CIP) NOT TO EXCEED \$71,300.00.

MOTION MADE: WRIGHT
SECONDED: COOK
APPROVED: UNANIMOUS

- B. **Discussion and action regarding the Interlocal Cooperation Agreement for Police Services with the City of Nevada approved by Resolution No. 2019-11-01 to provide for an adjusted fee calculation for fiscal year 2020-21**

Ms. Dobbs and Police Chief Mike Jones provided information regarding the positive effects of the interlocal agreement with the City of Nevada. Ms. Dobbs explained that the City of Nevada requested an alternative fee calculation methodology. The City Council authorized the Mayor to negotiate with the City of Nevada for the cost of services.

MOTION: AUTHORIZE THE MAYOR TO NEGOTIATE THE INTERLOCAL COOPERATION AGREEMENT FOR POLICE SERVICES WITH THE CITY OF NEVADA APPROVED BY RESOLUTION NO. 2019-11-01 TO PROVIDE FOR AN ADJUSTED FEE CALCULATION FOR FISCAL YEAR 2020-21.

MOTION MADE: SERKLAND
SECONDED: KELL
APPROVED: UNANIMOUS

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

Ms. Dobbs provided information from COLLIN CARES regarding small business grants.

7. WORK SESSION

Discussion regarding the regulatory requirements, financial status for current fiscal year, budget calendar, anticipated commitments, departmental service levels, fee schedule, projections and proposed needs and the tax rate for FY 2020-21.

Ms. Dobbs reviewed the 2020 Tax Calculation Worksheet and current budget reports, anticipated expenditure, and revenue items. The Collin Central Appraisal District report on preliminary taxable values, budget calendar and SB 2 public hearing and advertising requirements were discussed. Ms. Dobbs reviewed the Truth in Taxation Law Requirements and noted that the 2019 tax rate of 0.478957 had been used in the preparation of the draft 2020-21 general fund budget. Ms. Dobbs advised that with the utilization of utility funds and fund balance adoption of a tax rate equal to the voter-approval rate of 0.478956 would provide adequate funding for maintenance and operations and debt service for the 2020-21 fiscal year.

Ms. Dobbs explained that a City Council could adopt a tax rate equal to or less than the lower of the no-new-revenue or voter-approval tax rates without calling an election and further noted that adoption of a rate less than the de minimis rate could be subject to an election if petitioned and adoption of a rate equal to or greater than the de minimis tax rate would automatically require an election. Department directors reviewed budget enhancement requests and information and answered questions. The council directed the staff to include the departmental enhancement requests in the 2020-2021 budget with the exception of employee compensation matter to be discussed at the next meeting. The requests included a change in the compensatory time/overtime policy, providing duty weapons and ammunition for the police officers, a shared all-terrain utility vehicle for the police, fire and public works departments, a small excavator for public works to reduce contractor expenditures and a software update for building permits.

Ms. Dobbs reviewed the dates for an informal budget and fee schedule public hearing on September 1 and the mandated public hearings on the budget and tax rate on September 15. Ms. Dobbs noted that attendance of at least four City Council members will be required on September 15 for adoption of the tax rate.

8. BUDGET ITEMS FOR CONSIDERATION

- A. **Discussion and action regarding Ordinance No. 2020-08-05 amending Ordinance No. 2019-09-05, as amended, that approved and adopted a Budget for the city for the fiscal year October 1, 2019 through September 30, 2020 to amend adopted revenues and expenditures of the budget; and declaring an effective date.**

Ms. Dobbs reviewed proposed budget amendments.

MOTION: APPROVE ORDINANCE NO. 2020-08-05 AMENDING ORDINANCE NO. 2019-09-05, AS AMENDED, THAT APPROVED AND ADOPTED A BUDGET FOR THE CITY FOR THE FISCAL YEAR OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2020 TO AMEND ADOPTED REVENUES AND EXPENDITURES OF THE BUDGET; AND DECLARING AN EFFECTIVE DATE.

MOTION MADE: WRIGHT
SECONDED: SERKLAND
APPROVED: UNANIMOUS

- B. **Discuss the tax rate and conduct a record vote to call a public hearing for September 15, 2020 at 7:00 p.m.**

The City Council discussed the general fund, interest and sinking fund and utility fund, no-new-revenue, voter-approval and de minimis tax rates. Ms. Dobbs noted that required notices will be published in the newspaper and on the City's website.

MOTION: CALL A PUBLIC HEARING ON THE PROPOSED TAX RATE OF 0.478956 FOR SEPTEMBER 15, 2020 AT 7:00 P.M. AND PUBLISH APPROPRIATE PUBLIC NOTICES.

MOTION MADE: WRIGHT
SECONDED: DILL
APPROVED: UNANIMOUS

As required by state law, the Mayor called roll for a record vote:

PLACE 1-JOHN KELL	FOR
PLACE 2-MIKE COOK	FOR
PLACE 3-KAY WRIGHT	FOR
PLACE 4-TED DILL	FOR
PLACE 5-MINIDI SERKLAND	FOR

9. DEPARTMENT REPORTS

- A. **Police Services** – Chief Jones presented reports regarding traffic stops, calls for service, call breakout information, and COVID-19 related operations changes.

- B. Fire Services** – Fire Chief Danny Anthony presented the LFD service and equipment report.
- C. Public Works** – Director of Public Works David Carter reviewed a report regarding general public works and street maintenance including mowing and trash collection and the sewer plant expansion and a construction status update for Crestridge Meadows, Presidents Rd. Bridge and LakePointe developments.
- D. Administration** – Ms. Dobbs referenced and offered to answer questions regarding the reports provided in the meeting packet. Ms. Dobbs directed the City Council attention to the presentation of the Third Quarter Investment Report provided in accordance with the City’s Investment Policy.

10. CITY COUNCIL TO SET FUTURE MEETINGS AND AGENDAS.

- September 1, 2020 Regular Meeting and Public Hearing at 6:30 pm

11. MAYOR SANSON ADJOURNED THE CITY COUNCIL MEETING AT 9:06 P.M.

DULY PASSED and APPROVED by the City Council of Lavon, Texas, on this 1st day of September 2020.



Vicki Sanson
Mayor

ATTEST:



Kim Dobbs
City Administrator/City Secretary

