



**MINUTES  
SEPTEMBER 15, 2020  
LAVON CITY COUNCIL  
REGULAR MEETING  
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  
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. AND ANNOUNCED A QUORUM PRESENT.**

**2. MAYOR SANSON LED THE RECITATION OF THE PLEDGE OF ALLEGIANCE AND POLICE CHIEF MIKE JONES DELIVERED THE INVOCATION.**

**3. PRESENTATION**

Eva Hummel and Paul Redmond, Atmos Energy Corporation, Mid-Tex presented a donation check for \$9000 to the Lavon Fire Department.

**4. PROCLAMATION**

Mayor Sanson presented these proclamations:

Hunger Action Month 2020-North Texas Food Bank "Spread the Hope" Peanut Butter Drive

Fire Prevention Week 2020 "Serve Up Safety in the Kitchen" October 4-10.

**5. CITIZENS COMMENTS**

There were none.

**6. ITEMS OF INTEREST/COMMUNICATIONS**

- October cancelations due to COVID-19: National Night Out  
Trick or Treat Street  
LEDC Small Business Bazaar (November)
- X-treme Green, October 17, 2020 flyer will be in the utility bill for September
- North Texas Food Bank Peanut Butter Drive going on through September 30, 2020
- EDC upcoming promotions

**7. CONSENT AGENDA**

**A. Approve the minutes of the September 1, 2020 meeting.**

**MOTION: APPROVE THE CONSENT AGENDA.**

MOTION MADE: KELL

SECONDED: SERKLAND

APPROVED: UNANIMOUS

**8. BUDGET AND TAX RATE ITEMS**

**A. Presentation, public hearing, discussion and action regarding the proposed 2020-21 Annual Budget.**

**1) Presentation of Annual Budget**

City Administrator Kim Dobbs recapped budget work sessions and assumptions for the proposed FY 2020-21 budget, noting specifically the proposed tax rate of 0.478956 cents per \$100 valuation, and will raise taxes for maintenance and operations on a \$100,000 home by approximately \$6.20 per year. Ms. Dobbs provided information for the Capital Improvements Program to include street repairs for Lake Rd., Moore Ln., CR 484 and drainage improvements for areas including Lakeridge, Geren and Wolf Run. The staff detailed enhancements and service improvements included in the presented budget. Mayor Sanson acknowledged the state law provision for a record vote on the budget.

**2) PUBLIC HEARING to receive comments regarding the request.**

Mayor Sanson opened the public hearing at 7:21 p.m. and invited comments in favor or opposition of the request. There being no comments, Mayor Sanson closed the public hearing at 7:22 p.m.

**3) Discussion and action regarding the request.**

Ms. Dobbs reviewed the budget highlights and tax rate information.

**MOTION: APPROVE THE 2020-2021 ANNUAL BUDGET AND ACCOMPANYING ORDINANCE NO. 2020-09-02 APPROVING AND ADOPTING A BUDGET FOR THE CITY FOR THE FISCAL YEAR OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; AND PROVIDING AN EFFECTIVE DATE.**

MOTION MADE: SERKLAND

SECONDED: WRIGHT

The Mayor called roll for the vote:

PLACE 1- JOHN KELL FOR

PLACE 2- MIKE COOK FOR

PLACE 3- KAY WRIGHT FOR

PLACE 4- TED DILL FOR

PLACE 5- MINDI SERKLAND FOR

APPROVED: UNANIMOUS

**B. Discussion and action regarding Ordinance No. 2020-09-03 to ratify the property tax increase that is reflected in the 2020-21 Annual Budget.**

Ms. Dobbs stated that the Collin County Tax Assessor Collector's Office determined that the proposed tax rate of 0.478956 will raise more taxes for maintenance and operations than last year's tax rate and explained that Section 102.007 of the Texas Local Government Code requires a separate vote of the City Council to ratify the property tax increase reflected in the budget.

**MOTION: APPROVE ORDINANCE NO. 2020-09-03 TO RATIFY THE PROPERTY TAX INCREASE THAT IS REFLECTED IN THE 2020-21 ANNUAL BUDGET.**

MOTION MADE: DILL

SECONDED: KELL

APPROVED: UNANIMOUS

**C. Presentation, public hearing, discussion, and action regarding the 2020 proposed tax rate of 0.478956 per \$100 valuation, which represents an increase in the property tax rate which is effectively a 1.57% increase.**

**Presentation of the tax rate.**

Ms. Dobbs noted that the Fiscal Year 20-21 Annual Budget had been prepared using a tax rate of \$0.478956 per hundred dollars appraised valuation, which is equal to the voter approval tax rate and is 0.000001 less than the prior year tax rate. Ms. Dobbs further explained that the total tax rate is comprised of \$0.285592 cents for maintenance and operations (M&O) and \$0.193364 cents for interest and sinking (I&S) for debt service.

**PUBLIC HEARING to receive comments regarding the tax rate.**

Mayor Sanson opened the public hearing at 7:33 p.m. and invited comments in favor or opposition of the request. There being no comments, Mayor Sanson closed the public hearing at 7:33 p.m.

**Discussion and action regarding the proposed tax rate and accompanying Ordinance No. 2020-09-04.**

Ms. Dobbs acknowledged the many work sessions and two public hearings held to receive public input on the budget and tax rate and reviewed the statutory language required in the motion.

**MOTION: I MOVE THAT THE PROPERTY TAX RATE BE INCREASED BY THE ADOPTION OF A TAX RATE OF 0.478956, WHICH IS EFFECTIVELY A 1.57 PERCENT INCREASE IN THE TAX RATE AND THAT THE CITY COUNCIL APPROVE ORDINANCE 2020-09-04 SETTING THE TAX RATE FOR THE 2020 TAX YEAR AT TOTAL RATE OF \$0.478956 PER \$100 OF PROPERTY VALUATION; LEVYING TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021 ON ALL PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF LAVON, TEXAS; PROVIDING A SINKING FUND FOR THE RETIREMENT OF THE BONDED OBLIGATIONS OF THE CITY; APPORTIONING EACH LEVY FOR THE SPECIFIC PURPOSE AND PROVIDING FOR COLLECTION OF ALL ANNUAL TAXES PROVIDED BY STATE LAW; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; AND PROVIDING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.**

MOTION MADE: WRIGHT  
SECONDED: SERKLAND

The Mayor called roll for the vote:

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

APPROVED: UNANIMOUS

**D. Discussion and action regarding Ordinance No. 2020-09-05 approving and adopting a Fee Schedule for the Fiscal Year October 1, 2020 through September 30, 2021; and providing an effective date.**

Ms. Dobbs provided information regarding updates and proposed changes to the Fee Schedule for the upcoming Fiscal Year October 1, 2020 through September 30, 2021.

**MOTION: APPROVE ORDINANCE NO. 2020-09-05 APPROVING AND ADOPTING A FEE SCHEDULE FOR THE FISCAL YEAR OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021; AND PROVIDING AN EFFECTIVE DATE.**

MOTION MADE: SERKLAND  
SECONDED: COOK  
APPROVED: UNANIMOUS

**9. ITEMS FOR CONSIDERATION**

**A. Discussion and action regarding the acceptance of the public infrastructure for the Crestridge Meadows, Phase 1 Addition.**

Mark Hill, City Engineer, Freeman Millican, LLC updated the Council regarding acceptance and inspections of the infrastructure. Ms. Dobbs stated that the staff recommended approval.

**MOTION: ACCEPT THE PUBLIC INFRASTRUCTURE FOR THE CRESTRIDGE MEADOWS, PHASE 1 ADDITION SUBJECT TO THE FINAL APPROVAL OF THE CITY ENGINEER.**

MOTION MADE: KELL  
SECONDED: DILL  
APPROVED: UNANIMOUS

**B. Discussion and action regarding Resolution No. 2020-09-05 approving the authorizing the Mayor to execute an Interlocal Agreement with the Brownsboro Volunteer Fire Department for the sale of a Ford F-450 Brush Truck.**

Ms. Dobbs provided information regarding the purchase of the Fire Department's 2018 Quick Response Vehicle otherwise referred to as the Brush Truck and noted that the truck was not meeting the needs of the department. Ms. Dobbs relayed that with the approval of the LVFD Board of Directors the Fire Department offered the 2018 Truck for sale and the Brownsboro Volunteer Fire Department offered to purchase the truck. The Brownsboro VFD asked to take immediate possession due to emergency equipment needs.

**MOTION: APPROVE RESOLUTION NO. 2020-09-05 APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE AN INTERLOCAL AGREEMENT WITH THE BROWNSBORO VOLUNTEER FIRE DEPARTMENT FOR THE SALE OF A FORD F-450 BRUSH TRUCK.**

MOTION MADE: SERKLAND  
SECONDED: COOK  
APPROVED: UNANIMOUS

**C. Discussion and action regarding Resolution No. 2020-09-06 approving and authorizing the Mayor to execute an Interlocal Agreement with the Caney Creek Fire & Rescue, Montgomery County Emergency Services District 9 for the purchase of a Dodge Ram Brush Truck.**

Fire Chief Danny Anthony described the apparatus and the features that would be of benefit to the Lavon Fire Department.

**MOTION: APPROVE RESOLUTION NO. 2020-09-06 APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE AN INTERLOCAL AGREEMENT WITH THE CANEY CREEK FIRE & RESCUE, MONTGOMERY COUNTY EMERGENCY SERVICES DISTRICT 9 FOR THE PURCHASE OF A DODGE RAM BRUSH TRUCK.**

MOTION MADE: SERKLAND  
SECONDED: WRIGHT  
APPROVED: UNANIMOUS

**D. Discussion and action regarding Ordinance No. 2020-09-06 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 the year to date and projected revenues and expenditures, including the Fire Department apparatus transactions that necessitate Budget Amendment #4.

**MOTION: APPROVE ORDINANCE NO. 2020-09-06 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: SERKLAND  
SECONDED: WRIGHT  
APPROVED: UNANIMOUS

**E. Discussion and action regarding the appointment of the Associate Municipal Court Judge.**

Ms. Dobbs explained that Associate Municipal Court Judge John Browning had been appointed by Governor Abbott to the Fifth Court of Appeals, Place 6 for a term set to expire on December 31, 2020, or until his successor shall be duly elected and qualified and that the local Republican Party

Precinct Chairs selected Judge John Browning as their party's nominee to replace the late Justice David Bridges in the race for Texas' Fifth Court of Appeals, Place 6. Municipal Court Judge Andrew Leonie recommended that Rockwall attorney Keith Wheeler be appointed to fill the unexpired term of the Associate Municipal Court Judge.

**MOTION: APPOINT KEITH WHEELER TO FILL THE UNEXPIRED TERM OF THE ASSOCIATE MUNICIPAL COURT JUDGE.**

MOTION MADE: WRIGHT  
SECONDED: DILL  
APPROVED: UNANIMOUS

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

Ms. Dobbs reported on the September 7, 2020 Proclamation from Governor Greg Abbott extending the Statewide Disaster Declaration for COVID-19. The City Council expressed approval of the measures taken to prepare and conduct the in-person City Council meeting and noted that telephonic meetings would resume until further noted. No action was taken.

**10. DEPARTMENT REPORTS**


- A. Police Services** – Chief Jones provided information and referenced the reports regarding traffic stops, calls for service and call breakout information and monthly reserve participation.
- B. Fire Services** – Chief Anthony provided information and referenced the call service report, equipment report and training.
- C. Public Works** – Director of Public Works David Carter provided a report regarding general public works and street maintenance including mowing and trash collection and the code enforcement report. City Engineer Mark Hill provided general information on the Capital Improvements Plan projects status.
- D. Administration** – Ms. Dobbs directed the Council to reports provided in the meeting packet regarding the Building Permits Report; CWD Recycling Reports; Collin County Monthly Tax Collection Report, Sales Tax Report, the TxDOT SH 205 Status Report; MAC Report and general staff reports. Ms. Dobbs noted the TxDOT SH 205 reports that indicated the TxDOT Let Date has been postponed from December 2020 to September 2021 due to issues with the relocation of NTMWD facilities.

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


- October 6, 2020 National Night Out - Cancelled
- October 6, 2020 City Council Meeting - telephonic

**12. MAYOR SANSON ADJOURNED THE CITY COUNCIL MEETING AT 8:20 P.M.**

**DULY PASSED and APPROVED** by the City Council of Lavon, Texas, on this 6<sup>th</sup> day of October 2020

  
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Vicki Sanson  
Mayor

**ATTEST:**

  
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Rae Norton  
City Secretary