



MINUTES
MAY 16, 2023
LAVON CITY COUNCIL
CITY HALL, 120 SCHOOL ROAD, LAVON, TEXAS
REGULAR MEETING

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

1. **MAYOR SANSON CALLED THE MEETING TO ORDER AT 6:30 P.M. AND ANNOUNCED A QUORUM PRESENT.**
2. **MAYOR SANSON LED THE RECITATION OF THE PLEDGE OF ALLEGIANCE AND POLICE CHIEF JONES DELIVERED THE INVOCATION.**
3. **ITEMS OF INTEREST/COMMUNICATIONS**
 - Camp 911, June 7 from 8:45am-1pm
 - Babysitter Training, June 13th & 14th

4. **CITIZENS COMMENTS**

Lauren Wedgeworth, 417 Wolf Run Ct., and Karen Jacobs, 366 Chase Creek- commented on possible conflicts of interest on the EDC Board.

EnriqueVallejo, 604 Colt Dr. and Clinton McClure, 359 Community Dr.-voiced interest in serving on the Planning and Zoning Commission.

5. **PROCLAMATION**

Mayor Sanson and the City Council presented proclamations honoring Police Officers Memorial Day and Police Week 2023, and National Emergency Medical Services Week.

6. **CONSENT AGENDA**

- A. **Approve the minutes of the May 2, 2023, meeting.**
- B. **Approve Resolution No. 2023-05-03 authorizing the Mayor to execute a Letter of Engagement with Mike Ward Accounting and Financial Consulting, PLLC for the audit and preparation of the City's financial statements for the fiscal year ending September 30, 2023.**

MOTION: APPROVE THE CONSENT AGENDA.

MOTION MADE: WRIGHT

SECONDED: COOK

APPROVED: UNANIMOUS

7. **ITEMS FOR CONSIDERATION**

- A. **Discussion, and action regarding Resolution No. 2023-05-04 authorizing the negotiation and award of an engineering professional services agreement with EST, Inc., subject to City Attorney approval, for project management and coordination, survey, and design and plan preparation in connection with the planning, and design of up to two turn lanes on State Highway 78 in Lavon, Texas in an amount not to exceed sixty-one thousand dollars (\$61,000.00).**

Ms. Dobbs provided information regarding the agreement and Mark Hill, Freeman Millican, Inc., answered questions.

MOTION: APPROVE RESOLUTION NO. 2023-05-04 AUTHORIZING THE NEGOTIATION AND AWARD OF AN ENGINEERING PROFESSIONAL SERVICES AGREEMENT WITH EST, INC., SUBJECT TO CITY ATTORNEY APPROVAL, FOR PROJECT MANAGEMENT AND COORDINATION, SURVEY, AND DESIGN AND PLAN PREPARATION IN CONNECTION WITH THE PLANNING, AND DESIGN OF UP TO TWO TURN LANES ON STATE HIGHWAY 78 IN LAVON, TEXAS IN AN AMOUNT NOT TO EXCEED SIXTY-ONE THOUSAND DOLLARS (\$61,000.00).

MOTION MADE: WRIGHT
SECONDED: KELL
APPROVED: UNANIMOUS

- B. Public hearing, discussion, and action regarding Resolution No. 2023-05-05 to amend the City's contract with the Texas Department of Agriculture for Texas Community Development Block Grant Program (TxCDBG) Contract CDV21-0092 regarding the location and beneficiaries of the project.**

PRESENTATION of proposed amendment.

Ms. Dobbs provided information regarding the proposed amendment to the TxCDBG contract.

PUBLIC HEARING to receive comments regarding the proposed amendment.

Mayor Sanson opened the public hearing at 6:54 p.m. and invited comments for or against the proposed amendment. There being no comments, Mayor Sanson closed the public hearing at 6:54p.m.

Discussion and action regarding the proposed amendment.

MOTION: APPROVE RESOLUTION NO. 2023-05-05 AMENDING THE CITY'S CONTRACT WITH THE TEXAS DEPARTMENT OF AGRICULTURE FOR TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (TXCDBG) CONTRACT CDV21-0092 REGARDING THE LOCATION AND BENEFICIARIES OF THE PROJECT.

MOTION MADE: KELL
SECONDED: DILL
APPROVED: UNANIMOUS

- C. Discussion, and action Resolution No. 2023-05-06 authorizing the Mayor and City Manager to act as the City's Executive Officers and Authorized Representatives in all matters pertaining to the City's participation in the Texas Community Development Block Grant Program for TxCDBG Contract #CDV21-0092.**

Ms. Dobbs provided information regarding the proposed update.

MOTION: APPROVE RESOLUTION NO. 2023-05-06 AUTHORIZING THE MAYOR AND CITY MANAGER TO ACT AS THE CITY'S EXECUTIVE OFFICERS AND AUTHORIZED REPRESENTATIVES IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR TXCDBG CONTRACT #CDV21-0092.

MOTION MADE: DILL
SECONDED: HEDGE
APPROVED: UNANIMOUS

- D. Discussion and action regarding Resolution No. 2023-05-07 approving an amended Fund Balance Policy for the General Fund to reduce the threshold for replenishment and to provide resources for the capital needs of the City.**

Ms. Dobbs provided information regarding the amendment and detailed the changes proposed to the Fund Balance Policy.

MOTION: APPROVE RESOLUTION NO. 2023-05-07 APPROVING AN AMENDED FUND BALANCE POLICY FOR THE GENERAL FUND TO REDUCE THE THRESHOLD FOR REPLENISHMENT AND TO PROVIDE RESOURCES FOR THE CAPITAL NEEDS OF THE CITY.

MOTION MADE: WRIGHT
SECONDED: HEDGE
APPROVED: UNANIMOUS

- E. Discussion and action regarding an amendment to the staffing authorization approved with the 2022-23 Annual Budget to authorize the addition of a Code Compliance Officer.**

Ms. Dobbs provided background and budget information.

MOTION: APPROVE AN AMENDMENT TO STAFFING AUTHORIZATION TO ADD THE POSITION OF CODE COMPLIANCE OFFICER TO THE 2022-23 ANNUAL BUDGET AND PREPARE A BUDGET AMENDMENT FOR SALARY AND RELATED EXPENDITURES.

MOTION MADE: HEDGE
SECONDED: WRIGHT
APPROVED: UNANIMOUS

- F. Discussion, and action regarding Board and Commission appointments – Planning and Zoning Commission.**

Ms. Dobbs reviewed the expired terms and noted all members expressed desire to continue serving on the Planning and Zoning Commission. Ms. Dobbs advised that there were no Volunteer Applications on file.

MOTION: REAPPOINT JEFF COX TO SEAT 1, BRAD TIEGS TO SEAT 3 AND DAVID ROSENQUIST TO SEAT 5 OF THE PLANNING AND ZONING COMMISSION.

MOTION MADE: WRIGHT
SECONDED: KELL
APPROVED: UNANIMOUS

8. DEPARTMENT REPORTS

- A. Police Services** – Sergeant Carissa Vargas and Chief Jones provided reports, and referenced information provided in the meeting packet. Chief Jones provided a brief on the STEP program.
- B. Fire Services** – Ms. Dobbs referenced the reports in the meeting packet and answered questions.
- C. Public Works** – Director of Public Works David Carter provided general information regarding public works operations.
- D. Administration** – Ms. Dobbs referenced reports in the meeting packet and provided additional information.

9. SET FUTURE MEETINGS AND AGENDA

June 6, 2023 – Regular City Council Meeting

12. MAYOR SANSON ADJOURNED THE CITY COUNCIL MEETING AT 7:35 P.M.

DULY PASSED and APPROVED by the City Council of Lavon, Texas, on this 6th day of June 2023.

ATTEST:

Rae Norton
Rae Norton, City Secretary

Vicki Sanson
Vicki Sanson, Mayor

