



**MINUTES  
JUNE 20, 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  
ABSENT:       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 DELIVERED THE INVOCATION.**

**3. ITEMS OF INTEREST/COMMUNICATIONS**

- CISD Dodson Elementary School Grand Opening-July 20, 2023
- CISD Back to School Bash -August 5, 2023, 4:30 p.m.-7:30 p.m.

**4. CITIZENS COMMENTS**

There were no citizen comments.

**5. PRESENTATION**

Eva Hummel, Manager Public Affairs, Atmos Energy Corporation, Mid-Tex Division presented a donation to the Lavon Fire Department.

**6. CONSENT AGENDA**

- A. Approve the minutes of the June 6, 2023, meeting.**
- B. Approve Resolution No. 2023-06-05 approving an application for a grant for the purchase of ballistic shields; and providing for an effective date.**

**MOTION: APPROVE THE CONSENT AGENDA.**

MOTION MADE:      COOK

SECONDED:          WRIGHT

APPROVED:          UNANIMOUS (Absent: Hedge)

**7. ITEMS FOR CONSIDERATION**

- A. Discussion, and action regarding Ordinance No. 2023-06-03 granting to Atmos Energy Corporation, a Texas and Virginia Corporation, its successors and assigns, a franchise to construct, maintain, and operate pipelines and equipment in the City of Lavon, Collin County, Texas, for the transportation, delivery, sale and distribution of gas in, out and through said city for all the Public Rights-of-Ways; and providing that such fee shall be in lieu of other fees and charges, excepting ad valorem taxes; repealing all previous gas franchise ordinances; providing for a term and effective date; providing for written acceptance of this franchise; providing that the meeting at which this ordinance is passed is open to the public; providing for severability; and ordaining other provisions related to the subject matter hereof.**

City Manager Kim Dobbs provided information regarding the agreement and Ms. Hummel, Atmos Energy Corporation, was available for questions.

**MOTION: APPROVE ORDINANCE NO. 2023-06-03 GRANTING TO ATMOS ENERGY CORPORATION, A TEXAS AND VIRGINIA CORPORATION, ITS SUCCESSORS AND ASSIGNS, A FRANCHISE TO CONSTRUCT, MAINTAIN, AND OPERATE PIPELINES AND EQUIPMENT IN THE CITY OF LAVON, COLLIN COUNTY, TEXAS, FOR THE TRANSPORTATION, DELIVERY, SALE AND DISTRIBUTION OF GAS IN, OUT AND THROUGH SAID CITY FOR ALL THE PUBLIC RIGHTS-OF-WAYS; AND PROVIDING THAT SUCH FEE SHALL BE IN LIEU OF OTHER FEES AND CHARGES, EXCEPTING AD VALOREM TAXES; REPEALING ALL PREVIOUS GAS FRANCHISE ORDINANCES; PROVIDING FOR A TERM AND EFFECTIVE DATE; PROVIDING FOR WRITTEN ACCEPTANCE OF THIS FRANCHISE; PROVIDING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED IS OPEN TO THE PUBLIC; PROVIDING FOR SEVERABILITY; AND ORDAINING OTHER PROVISIONS RELATED TO THE SUBJECT MATTER HEREOF.**

MOTION MADE: KELL  
SECONDED: COOK  
APPROVED: UNANIMOUS (Absent: Hedge)

- B. Discussion, and action regarding Ordinance No. 2023-06-04 amending Ordinance No. 2022-09-02, that approved and adopted a budget for the City for the fiscal year October 1, 2022, through September 30, 2023, to amend adopted revenues and expenditures of the budget; and declaring an effective date.**

Ms. Dobbs provided information regarding the proposed amendment to the fiscal year 2022-2023 budget.

**MOTION: APPROVE ORDINANCE NO. 2023-06-04 AMENDING ORDINANCE NO. 2022-09-02, THAT APPROVED AND ADOPTED A BUDGET FOR THE CITY FOR THE FISCAL YEAR OCTOBER 1, 2022, THROUGH SEPTEMBER 30, 2023, TO AMEND ADOPTED REVENUES AND EXPENDITURES OF THE BUDGET; AND DECLARING AN EFFECTIVE DATE.**

MOTION MADE: DILL  
SECONDED: WRIGHT  
APPROVED: UNANIMOUS (Absent: Hedge)

- C. Discussion, and action regarding Ordinance No. 2023-06-05 amending the Fee Schedule adopted by Ordinance No. 2022-08-09, for the Fiscal Year October 1, 2022, through September 30, 2023, as amended, to set fees for: commercial garbage collection services; extra polycarts; sanitary sewer tap fee for multi-family living units; registration renewal, inspection, and certificate of occupancy for residential rental properties; habitual criminal and/or nuisance property per Section 4.09.009 of the Code of Ordinances; and to clarify the sanitary sewer video inspection fee; and providing an effective date.**

Ms. Dobbs provided details regarding the proposed amendments to the Fee Schedule.

**MOTION: APPROVE ORDINANCE NO. 2023-06-05 AMENDING THE FEE SCHEDULE ADOPTED BY ORDINANCE NO. 2022-08-09, FOR THE FISCAL YEAR OCTOBER 1, 2022, THROUGH SEPTEMBER 30, 2023, AS AMENDED, TO SET FEES FOR: COMMERCIAL GARBAGE COLLECTION SERVICES; EXTRA POLYCARTS; SANITARY SEWER TAP FEE FOR MULTI-FAMILY LIVING UNITS; REGISTRATION RENEWAL, INSPECTION, AND CERTIFICATE OF OCCUPANCY FOR RESIDENTIAL RENTAL PROPERTIES; HABITUAL CRIMINAL AND/OR NUISANCE PROPERTY PER SECTION 4.09.009 OF THE CODE OF ORDINANCES; AND TO CLARIFY THE SANITARY SEWER VIDEO INSPECTION FEE; AND PROVIDING AN EFFECTIVE DATE.**

MOTION MADE: WRIGHT

SECONDED: KELL  
APPROVED: UNANIMOUS (Absent: Hedge)

- D. Discussion and action regarding Resolution No. 2023-06-07 approving an amendment to the professional services agreement with Caperton Construction Inspections adopted by Resolution No. 2018-08-02 to adjust the rates for professional services for plan review and building inspections.**

Ms. Dobbs provided information regarding the amendment and detailed the changes proposed to the agreement.

**MOTION: APPROVE RESOLUTION NO. 2023-06-07 APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH CAPERTON CONSTRUCTION INSPECTIONS ADOPTED BY RESOLUTION NO. 2018-08-02 TO ADJUST THE RATES FOR PROFESSIONAL SERVICES FOR PLAN REVIEW AND BUILDING INSPECTIONS.**

MOTION MADE: WRIGHT  
SECONDED: COOK  
APPROVED: UNANIMOUS (Absent: Hedge)

- E. Discussion and action regarding Resolution No. 2023-06-08 designating certain officials as being responsible for, acting for and on behalf of the City in dealing with Collin County, herein referred to as the “County”, for the purpose of participating in the Collin County Parks & Open Space Project Funding Assistance Program, hereinafter referred to as the “Program”; certifying that the City is eligible to receive program assistance; certifying that the City matching share is readily available; and dedicating the proposed project for public recreational uses.**

Ms. Dobbs provided information regarding the requirements of the “Collin County Parks & Open Space Project Funding Assistance Program.”

**MOTION: APPROVE RESOLUTION NO. 2023-06-08 DESIGNATING CERTAIN OFFICIALS AS BEING RESPONSIBLE FOR, ACTING FOR AND ON BEHALF OF THE CITY IN DEALING WITH COLLIN COUNTY, HEREIN REFERRED TO AS THE “COUNTY”, FOR THE PURPOSE OF PARTICIPATING IN THE COLLIN COUNTY PARKS & OPEN SPACE PROJECT FUNDING ASSISTANCE PROGRAM, HEREINAFTER REFERRED TO AS THE “PROGRAM”; CERTIFYING THAT THE CITY IS ELIGIBLE TO RECEIVE PROGRAM ASSISTANCE; CERTIFYING THAT THE CITY MATCHING SHARE IS READILY AVAILABLE; AND DEDICATING THE PROPOSED PROJECT FOR PUBLIC RECREATIONAL USES.**

MOTION MADE: COOK  
SECONDED: WRIGHT  
APPROVED: UNANIMOUS (Absent: Hedge)

- F. Discussion and action regarding Resolution No. 2023-06-09 selecting Atlas Municipal Services, LLC for the negotiation and award of a professional services agreement, subject to City Attorney approval, for professional building inspection and plan review services; and providing an effective date.**

Ms. Dobbs provided information regarding the selection process for professional building inspection and plan review services. Lee Swain and Bryan Surgi, Atlas Municipal Services, LLC. introduced themselves and their company.

**MOTION: APPROVE RESOLUTION NO. 2023-06-09 SELECTING ATLAS MUNICIPAL SERVICES, LLC FOR THE NEGOTIATION AND AWARD OF A PROFESSIONAL SERVICES AGREEMENT, SUBJECT TO CITY ATTORNEY APPROVAL, FOR PROFESSIONAL BUILDING INSPECTION AND PLAN REVIEW SERVICES; AND PROVIDING AN EFFECTIVE DATE SUBJECT TO CITY ATTORNEY APPROVAL.**

MOTION MADE: KELL

SECONDED: WRIGHT  
APPROVED: UNANIMOUS (Absent: Hedge)

**G. Discussion and action regarding authority and management of the City's On-Site Sewage Facility (OSSF) Program.**

Ms. Dobbs provided information and City Secretary Rae Norton detailed the city's OSSF program and discussed efficiencies, economic benefits, and increased service levels potentially associated with contracting with Collin County for management of the OSSF program.

**MOTION: DIRECT STAFF TO WORK WITH COLLIN COUNTY DEVELOPMENT SERVICES TO PREPARE AN INTERLOCAL AGREEMENT REGARDING THE MANAGEMENT OF ON-SITE SEWAGE FACILITIES (OSSF) PROGRAM WITHIN THE LAVON CITY LIMITS.**

MOTION MADE: WRIGHT  
SECONDED: COOK  
APPROVED: UNANIMOUS (Absent: Hedge)

**H. Discussion, and action regarding Board and Commission appointments – Lavon Economic Development Corporation Board of Directors and Lavon Volunteer Fire Department Board of Directors.**

Ms. Dobbs reviewed the expiring board of director terms for the Lavon Volunteer Fire Department (LVFD) and the Lavon Economic Development Corporation (LEDC) and noted that on the LEDC Board, the current members expressed desire to continue serving. Ms. Dobbs reported that all Volunteer Applications on file had been submitted to the City Council for their consideration.

**MOTION: REAPPOINT MANZELLE WILLIAMS TO PLACE 2, RACHEL DUMAS TO PLACE 4 AND JOHN KELL TO PLACE 6 ON THE LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS AND APPOINT ALEX LEBRON TO SEAT 2 ON THE LAVON VOLUNTEER FIRE DEPARTMENT BOARD OF DIRECTORS.**

MOTION MADE: WRIGHT  
SECONDED: KELL  
APPROVED: UNANIMOUS (Absent: Hedge)

**8. DEPARTMENT REPORTS**

- A. Police Services** – Chief Jones provided reports, and referenced information provided in the meeting packet and an update on the Babysitter Training Class.
- B. Fire Services** – Chief Anthony 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 including storm damage clean up.
- D. Capital Improvement Plan (CIP)** – Mark Hill, Freeman Millican, Inc., provided an update to the program.
- E. Administration** – Ms. Dobbs referenced reports in the meeting packet and provided additional information.

**9. EXECUTIVE SESSION**

There was no executive session.

**10. RECONVENE INTO REGULAR SESSION**

**11. SET FUTURE MEETINGS AND AGENDA**

July 4, 2023 – Cancel Regular Meeting

July 11, 2023 – Budget Work Session

July 18, 2023 – Regular Meeting

12. MAYOR SANSON ADJOURNED THE CITY COUNCIL MEETING AT 7:45 P.M.

DULY PASSED and APPROVED by the City Council of Lavon, Texas, on this 18<sup>th</sup> day of July 2023.

*Vicki Sanson*

Vicki Sanson, Mayor

ATTEST:

*Rae Norton*

Rae Norton, City Secretary

