



AGENDA
NOVEMBER 15, 2016
LAVON CITY COUNCIL
CITY HALL, 120 SCHOOL ROAD, LAVON, TEXAS
REGULAR MEETING – EXECUTIVE SESSION
7:00 P.M.

1. PRESIDING OFFICER TO CALL THE MEETING TO ORDER AND ANNOUNCE THAT A QUORUM IS PRESENT.

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS COMMENTS

Citizens, who wish to address the Council, may discuss matters not on the agenda and who have not previously expressed to the Council or City Hall a desire to discuss such matters. The only response from the Council can be to request these items to be placed on a future agenda for action.

4. CONSENT AGENDA

Consent items are considered to be routine or non-controversial and will be voted on in one motion unless a council member requests separate discussion.

A. Approve the Minutes of the November 1, 2016 Meeting.

B. Accept the Heritage Public Improvement District #1 Assessment Report Summary dated 10/30/16 and authorize the payment of invoices included therein.

5. CANVASS OF ELECTION

Discussion and action regarding Resolution No. 2016-11-02 canvassing the returns, including the returns of early voting ballots cast in connection therewith, and declaring the results of the General Election held on November 8, 2016 for the purpose of electing a Three Council Members for Places One (1), Three (3) and Five (5) for two (2) year terms; authorizing issuance of a canvass of General Municipal Election.

6. ISSUANCE OF OATH OF OFFICE TO NEWLY ELECTED COUNCIL MEMBERS.

7. PRESENTATION

– Recognition of Jason Arnold for his dedicated service to the City of Lavon

8. ITEMS OF INTEREST/CITY COUNCIL COMMUNICATIONS

Members of the City Council have the opportunity to notify others of community events, functions and other activities.

9. STAFF REPORTS

The City Council may receive and discuss the reports.

A. Police Department – Chief Mike Jones to discuss recent property crimes and October 2015 to October 2016 Police Department Stats.

B. Fire Department – Director Jon Scott to report on: 1) drill for Lavon Lake Dam EAP; 2) siren installation; and 3) quarterly EM meeting.

C. Public Works Department – Director Sonny Mancias to report on: 1) maintenance at the Orbit lift station and related educational efforts; 2) recent storms and drainage events and planning; 3) installation of the services on existing sanitary sewer main at Traditions at Grand Heritage West; and 4) cleaned up tree and debris on Highway 78 and FM 2755.

Lavon City Hall will provide reasonable accommodations for persons attending meetings. Please contact the City Secretary at 972-843-4220 no later than 48 hours prior to a meeting if you require special assistance | WiFi password: Guest2014

D. Administration – Financial Outlook; Restaurant - Health Inspections

10. DISCUSSION

Discuss possible application to the Texas Department of Agriculture for a 2017/18 Texas Community Development Block Grant (TxCDBG), including program guidelines and requirements.

11. DISCUSSION AND ACTION

- A.** Presentation, discussion and action regarding Resolution No. 2016-11-03 authorizing the creation of the North Central Texas Regional 9-1-1 Emergency Communications District.
- B.** Discussion and action to appoint the Selection Review Committee to perform procurement of professional services for the City's anticipated 2017/18 TxCDBG application and project.
- C.** Discussion and action regarding Resolution No. 2016-11-04 approving and authorizing the Mayor to execute the Code of Conduct Policy for the City's anticipated 2017/18 TxCDBG application and project.
- D.** Discussion and action regarding Resolution No. 2016-11-05 approving the Collin County Emergency Management Plan and appointing the Emergency Management Coordinator for the City of Lavon.
- E.** Discussion and action regarding Resolution No. 2016-11-06 authorizing the cancellation of the Payment Services and Indemnity Agreement entered into by and between Global Payments and the Heritage Public Improvement District (PID) #1.
- F.** Discussion and action regarding Resolution No. 2016-11-07 authorizing the Mayor to execute a Payment Services Agreement by and between First Billing Services, L.L.C. and the Heritage Public Improvement District (PID) #1.

12. EXECUTIVE SESSION

In accordance with the provisions of Chapter 551, TEXAS GOVERNMENT CODE, the City Council will recess into Executive Session (closed meeting) and to discuss the following: in accordance with the authority contained in §551.074 (1) Personnel Matters, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

13. RECONVENE INTO REGULAR SESSION

14. CITY COUNCIL TO SET FUTURE MEETINGS AND AGENDAS

Council Members and staff may request items be placed on a future agenda or request a special meeting be called.

15. PRESIDING OFFICER TO ADJOURN THE CITY COUNCIL MEETING

- 1. Notice is hereby given that members of the Lavon Economic Development Corporation, Lavon Planning and Zoning Commission, Parks and Recreation Board, Infrastructure and Facilities Commission and Tax Increment Financing Zone #1 Board may be in attendance at the Lavon City Council Meeting.
- 2. The Council may vote and/or act upon each of the items listed in this Agenda except for discussion items.
- 3. The Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including §551.071 (private consultation with the attorney for the City); §551.072 (discussing purchase, exchange, lease or value of real property); §551.074 (discussing

personnel or to hear complaints against personnel); and §551.087 (discussing economic development negotiations). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

This is to certify that this Agenda was duly posted on the glass of the front door of the City Hall, facing the outside, the City's website at www.cityoflavon.com and on the City Hall bulletin board, on or before 7:00 PM on November 11, 2016.



Kim Dobbs, City Administrator | City Secretary

Removed from posting: _____

signed



Minutes
November 1, 2016
City of Lavon City Council
Lavon City Hall, 120 School Rd., Lavon, TX
Regular Meeting – Executive Session

1. MAYOR TESKE CALLED THE MEETING TO ORDER AT 7:00 P.M. AND ANNOUNCED A QUORUM PRESENT.

ATTENDING: CHUCK TESKE, MAYOR
MATT CHILDERS, MAYOR PRO TEM, PLACE 4
VICKI SANSON, PLACE 1
JASON ARNOLD, PLACE 3
MINDI SERKLAND, PLACE 5
VACANT: PLACE 2

2. MAYOR TESKE LED THE RECITATION OF THE PLEDGE OF ALLEGIANCE AND DELIVERED THE INVOCATION.

3. CITIZENS COMMENTS

There were none.

4. ITEMS OF INTEREST/CITY COUNCIL COMMUNICATIONS

City Administrator Kim Dobbs announced that the Historical Marker Unveiling will be held at City Hall on November 12 beginning at 10:30 a.m. and that the Economic Development Corporation is hosting a Small Business Christmas Bazaar on Saturday, November 26 from noon-6:00 pm.

5. CONSENT AGENDA

A. Approve the Minutes of the October 18, 2016 Meeting.

B. Approve Ordinance No. 2016-11-01 approving the 2016 Tax Roll Summary for the City of Lavon, Texas.

MOTION: APPROVE CONSENT AGENDA ITEM A.

MOTION MADE: ARNOLD

Council member Arnold withdrew and amended the motion.

MOTION: APPROVE THE CONSENT AGENDA AS PRESENTED.

MOTION MADE: ARNOLD

SECONDED: SANSON

APPROVED: UNANIMOUS

6. MAYORAL PROCLAMATION

Mayor Teske read a Proclamation regarding the unveiling of a Texas Historical Marker scheduled for November 12, 2016.

7. DISCUSSION AND ACTION

A. Discussion and action regarding Resolution No. 2016-11-01 authorizing the Mayor to execute a Professional Services Agreement with Birkhoff, Hendricks & Carter, L.L.P. for engineering design services relating to the City of Lavon Stormwater Management Program.

Director of Public Works Sonny Mancias described the process and the selection of the engineering firm presented. Gary Hendricks, P.E., R.P.L.S, Alternate Managing Partner, briefly explained the requirements of the Municipal Separate Storm Sewer System (MS4) program and the history and current status for Lavon's program. Mr. Hendricks answered questions regarding the regulations and proposed engineering services.

MOTION: APPROVE RESOLUTION NO. 2016-11-01 AUTHORIZING THE MAYOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH BIRKHOFF, HENDRICKS & CARTER, L.L.P. FOR ENGINEERING DESIGN SERVICES RELATING TO THE CITY OF LAVON STORMWATER MANAGEMENT PROGRAM).

MOTION MADE: CHILDERS

SECONDED: SERKLAND

APPROVED: FOR: SANSON, CHILDERS, SERKLAND

ABSTAINED: ARNOLD

8. EXECUTIVE SESSION

At 7:15 p.m., Mayor Teske recessed the meeting to go into Executive Session (Closed Meeting) pursuant to the provisions of Chapter 551, TEXAS GOVERNMENT CODE, to discuss the following, in accordance with the authority contained in Section 551.072: Deliberate the purchase, exchange, lease, or value of real property.

9. RECONVENE INTO REGULAR SESSION

Mayor Teske reconvened the meeting at 7:30 p.m. and stated that no action was taken in executive session.

MOTION: AUTHORIZE THE MAYOR TO CONTINUE NEGOTIATE AND EXECUTE A CONTRACT FOR THE PURCHASE OF THE FOLLOWING PROPERTY: TRACTS 4, 29, 30 AND 31 OF THE SM RAINIER SURVEY, ABSTRACT 0740 FOR AN AMOUNT NOT TO EXCEED \$57,000.00 AND FURTHER TO AUTHORIZE THE TEMPORARY USE OF DEDICATED RESERVE FUNDS FOR THE PURCHASE TO BE REIMBURSED BY COLLIN COUNTY GRANT PROCEEDS.

MOTION MADE: CHILDERS

SECONDED: SANSON

APPROVED: UNANIMOUS

10. CITY COUNCIL TO SET FUTURE MEETINGS AND AGENDAS

For the November 15, 2016 meeting, Ms. Serkland requested a status report on the storm siren installation and Mr. Childers noted that an action item would be included for the appointment of a person to the unexpired term for Place 2.

11. PRESIDING OFFICER TO ADJOURN THE CITY COUNCIL MEETING

Mayor Teske adjourned the meeting at 7:32 p.m.

Duly passed and approved on this 15th day of November, 2016.

Charles A. Teske, Jr., Mayor

Attest:

Kim Dobbs, City Administrator | City Secretary



11500 Northwest Freeway I Suite 465 I Houston, Texas 77092 I Voice: 713-688-3855 I Fax: 713-688-3931

HERITAGE PUBLIC IMPROVEMENT DISTRICT #1 ASSESSMENT REPORT SUMMARY 10/31/16

Total Receivables As of	10/31/16	\$ 16,316.37	pg 2
Cash Balance As of	9/30/16	\$ 32,193.68	pg 3
October Receipts		\$ 3,942.32	pg 3
October Disbursements		\$ (15,000.00)	pg 3
November Disbursements:			
1 Wire Transfer & 2 Invoices to be paid at a later date		\$ (5,000.00)	pg 4
Cash Balance as of	11/1/16	\$16,136.00	pg 4

CURRENT COLLECTIONS & 4 YEAR HISTORICAL DATA

Year	Collections 10/31/16	Adjustments 10/31/16	Reserve Uncollectables	Collections 9/1/12- 10/31/16	Receivables 10/31/16	Percent Collected
2016						
2015	3,459.20			583,246.08	16,316.37	97.28
2014				600,372.72		100.00
2013				616,722.00		100.00
2012				616,722.00		100.00

Last Year's Percentage of Collections as of 10/31/15 98.60%

CURRENT CERTIFIED LEVY & 4 YEAR HISTORICAL DATA

Year	Assessment Rates			Class 3	Original Levy	Adjustments	Assessment Levy
	Platted	Class 1	Class 2				
2016							
2015	2006	675.89	810.27		419,449.67	(810.27)	418,639.40
	2008	663.13	794.96	397.48	180,923.05		180,923.05
					600,372.72		599,562.45
2014	2006	675.89	810.27		419,449.67		419,449.67
	2008	663.13	794.96	397.48	180,923.05		180,923.05
					600,372.72		600,372.72
2013		Class 1 690.00	Class 2 828.00	Class 3 414.00	616,722.00		616,722.00
2012		690.00	828.00	414.00	616,722.00		616,722.00

(Levy Calculated by Lot Size)

**HERITAGE PUBLIC IMPROVEMENT DISTRICT #1
ASSESSMENT REPORT
10/31/16**

Receivables at 8/31/16	\$	29,435.51	\$	29,435.51
Prior Year Adjustments	\$	-		

2016 Assessment Levy	\$	-	\$	-
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Collections From: 9/1/16 - 10/31/16

2016	\$	-
2015	\$	13,119.14

(\$ 13,119.14)

TOTAL RECEIVABLE AS OF 10/31/16	\$	16,316.37
		=====

HERITAGE PUBLIC IMPROVEMENT DISTRICT #1
10/31/16

		<u>Month of</u> <u>10/31/16</u>	<u>Fiscal to Date</u> <u>10/1/16-10/31/16</u>
Cash Balance as of	9/30/16	\$ 32,193.68	\$ 32,193.68
 Receipts Deposited in the Assessment Acct (UTS):			
Current/Prior Assessments		3,459.20	3,459.20
Penalty & Interest		243.44	243.44
Atty's Fee-Del Coll		238.76	238.76
Overpayment Refunds		(0.01)	(0.01)
NSF Checks			
NSF Fees Paid			
Court Filing Fees			
Title Search Fee			
Notice of Purchaser			
Assessment Fees Pd in Full			
Stale Dated Checks			
Bank Interest		0.93	0.93
TOTAL RECEIPTS:		<u>\$ 3,942.32</u>	<u>\$ 3,942.32</u>
 Disbursements Issued from the Assessment Acct (UTS):			
Transfer/Debt Service		15,000.00	15,000.00
Overpayment Refunds			
Bank Charges			
TOTAL DISBURSEMENTS:		<u>(\$ 15,000.00)</u>	<u>(\$ 15,000.00)</u>
Cash Balance As of	10/31/16	\$ 21,136.00	\$ 21,136.00
		<u>=====</u>	<u>=====</u>

**HERITAGE PUBLIC IMPROVEMENT DISTRICT #1
10/31/16**

Cash Balance As of 10/31/16 \$ 21,136.00

Disbursements For November 2016:

<u>Check #</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
W/T	Debt Service Fund on 11/9/16	Transfer of Funds	5,000.00

Total Disbursements: (\$ 5,000.00)

Cash Balance As of 11/1/16 \$ 16,136.00

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Invoices to be Approved & Paid at a Later Date for October 2016:

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Ted A. Cox	Atty's Fee - Delinquent Coll	\$ 1,400.64
Mike Arterburn, A/C	November Fee	\$ 850.55
	Total	\$ 2,251.19

HERITAGE PUBLIC IMPROVEMENT DISTRICT #1
10/31/16

CURRENT COLLECTIONS & HISTORICAL DATA						
<u>Year</u>	<u>Collections</u> <u>10/31/16</u>	<u>Adjustments</u> <u>10/31/16</u>	<u>Reserve</u> <u>Uncollectables</u>	<u>Collections</u> <u>9/1/07-10/31/16</u>	<u>Receivables</u> <u>10/31/16</u>	<u>Percent</u> <u>Collected</u>
2016						
2015	3,459.20			583,246.08	16,316.37	97.28
2014				600,372.72		100.00
2013				616,722.00		100.00
2012				616,722.00		100.00
2011				617,412.00		100.00
2010				618,102.00		100.00
2009				618,102.00		100.00
2008				441,835.00		100.00
2007				431,388.00		100.00

CURRENT CERTIFIED LEVY & HISTORICAL DATA								
<u>Year</u>	<u>Replatted</u>	<u>Class 1</u>	<u>Class 2</u>	<u>Class 3</u>	<u>Original</u> <u>Levy</u>	<u>Adjustments</u>	<u>Assessment</u> <u>Levy</u>	<u>SR/KR</u> <u>Rolls</u>
2016								
2015	2006	675.89			274,411.34		274,411.34	
			810.27		145,038.33	(810.27)	144,228.06	0-1
	2008	663.13			69,628.65		69,628.65	
			794.96		85,855.68		85,855.68	
				397.48	25,438.72		25,438.72	
					600,372.72		599,562.45	
2014	2006	675.89			274,411.34		274,411.34	
			810.27		145,038.33		145,038.33	
	2008	663.13			69,628.65		69,628.65	
			794.96		85,855.68		85,855.68	
				397.48	25,438.72		25,438.72	
					600,372.72		600,372.72	
		<u>Class 1</u>	<u>Class 2</u>	<u>Class 3</u>				
2013		690.00	828.00	414.00	616,722.00		616,722.00	
2012		690.00	828.00	414.00	616,722.00		616,722.00	
2011		690.00	828.00	414.00	618,102.00	(690.00)	617,412.00	0-1
2010		690.00	828.00	414.00	618,102.00		618,102.00	
2009		690.00	828.00	414.00	615,894.00	2,208.00	618,102.00	2-1
2008		690.00	828.00		431,388.00	10,447.00	441,835.00	1-0
2007		690.00	828.00		431,388.00		431,388.00	

(Levy Calculated by Lot Size)

**HERITAGE PUBLIC IMPROVEMENT DISTRICT #1
10/31/16**

Accounts Paid in Full:

- \$12,103.00 2008 Reported as other fees collected on 12/08 report. Transferred to 2008 Assessments on 3/09 report. Account paid in full.
Account #R-9032-00M-0120-1 (Per SR #1 increased 08 base on 3/09)

- \$ 9,228.19 2011 Received funds in the amount \$9,228.19 on 10/11 report. Applied as follows:
(Base \$690.00 + \$8,538.19 as other fees & applied as full payment for
Account # R-9095-00B-0150-1

- \$ 9,658.04 2014 Received funds in the amount of \$10,468.31 on 1/15 report. Applied as follows:
(Base \$810.27 + \$9,658.04 as other fees & applied as full payment for
Account # R-9032-00A-0790-1

Notes:

Installment Plans

<u>Year(s)</u>	<u>Name/Account Number</u>	<u>Payment Schedule</u>	<u>Current Yes/No</u>
2015	Kenneth Kennedy R-9635-00E-0180-1	2/16-1/17 12 Months	Yes
2015	Carrie Lasater R-9032-00L-0070-1	4/16-3/17 12 Months	Voided
2015	Vanessa Vazquez R-9591-00B-0050-1	7/16-6/17 12 Months	Yes
2015	Matthew & Renee Simmons R-9032-00D-0070-1	9/16-8/17 12 Months	Yes
2015	Nancy Logston R-9032-00C-0020-1	10/15-9/17 12 Months	Yes

TED A. COX, P.C.
Attorney at Law
2855 Mangum, Suite 100
Houston, Texas 77092
(713) 956-9400 Office
(713) 956-8485 Telefax

TED A. COX

October 13, 2016

Utility Tax Service, LLC
11500 Northwest Freeway, #465
Houston, TX 77092

RE: Heritage P.I.D. #1 - Collections

20% Attorney's Fees – month of August 2016..... \$1,391.07

September

Expenses:

Postage/Xerox Fees (August 2016)..... 9.57

TOTAL DUE THIS INVOICE: \$1,400.64

PLEASE MAKE CHECK PAYABLE TO "TED A. COX, P.C."

MONTH OF SEPTEMBER 2016

<u>DISTRICT</u>	<u>COPIES</u>	<u>POSTAGE</u>	<u>DEED</u>	<u>OTHER EXPENSES</u>	<u>TOTAL</u>
Chambers PID #2					
Chambers PID #3					
Denton County	\$2.00	\$1.96			\$3.96
CNP UD	\$8.00				\$8.00
El Dorado UD	\$17.50	\$12.58			\$30.08
Encanto Real	\$7.00	\$6.47			\$13.47
Fort Bend MUD					
Galveston MUD #14	\$4.10	\$6.47			\$10.57
Galveston MUD #15	\$6.60	\$14.03			\$20.63
Heritage PID	\$3.10	\$6.47			\$9.57
HC MUD #5	\$29.20	\$5.70	\$93.00		\$127.90
HC UD #16	\$24.50	\$3.40			\$27.90
HC MUD #104	\$10.00	\$2.47			\$12.47
HC MUD #200	\$11.20	\$9.41			\$20.61
HC MUD #211					
HC MUD #233					
HC MUD #238	\$22.10	\$2.82			\$24.92
HC MUD #257	\$6.00				\$6.00
HC MUD #304	\$2.60	\$6.47			\$9.07

Mike Arterburn, Tax A/C

%Utility Tax Service, LLC
11500 NW Freeway, Ste 465
Houston, TX 77092

Invoice

Date	Invoice #
11/1/2016	5730

Bill To
Heritage PID 1

Item	Description	Amount
Monthly Fee	November Assessor-Collector Fee	850.55
Total		\$850.55
Payments/Credits		\$0.00
Balance Due		\$850.55



CITY OF LAVON CITY COUNCIL Agenda Brief

MEETING: November 15, 2016

ITEM: 5

Item:

Discussion and action regarding Resolution No. 2016-11-02 canvassing the returns, including the returns of early voting ballots cast in connection therewith, and declaring the results of the General Election held on November 8, 2016 for the purpose of electing a Three Council Members for Places One (1), Three (3) and Five (5) for two (2) year terms; authorizing issuance of a canvass of General Municipal Election.

Background:

Pursuant to the Texas Election Code, Chapter 67 the governing body is required to canvass the precinct election returns for the election not earlier than the 7th nor later than the 14th day after the November 8, 2016 election.

The Collin County Elections Administrator has stated that the official final results will be provided by November 15, 2016.

If the final results vary from the current results, the resolution can be approved as amended. In the unlikely instance that the final results are not provided by the November 15 meeting, a special meeting will be called. Two members of the Council constitute a quorum for purposes of canvassing an election.

Attachments: Resolution
November 8, 2016 Election Summary Report
Notice of Election
Affidavit of Publication

November 12, 2016

CITY OF LAVON, TEXAS

RESOLUTION NO. 2016-11-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAVON, COLLIN COUNTY, TEXAS CANVASSING THE RETURNS, INCLUDING THE RETURNS OF EARLY VOTING BALLOTS CAST IN CONNECTION THEREWITH, AND DECLARING THE RESULTS OF THE GENERAL ELECTION HELD ON NOVEMBER 8, 2016 FOR THE PURPOSE OF ELECTING THREE COUNCIL MEMBERS FOR PLACES ONE (1), THREE (3) AND FIVE (5) FOR TWO (2) YEAR TERMS; AUTHORIZING ISSUANCE OF A CANVASS OF GENERAL MUNICIPAL ELECTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on August 2, 2016 the City Council of the City of Lavon, Texas (hereinafter referred to as the “City”) passed and approved Resolution No. 2016-08-02, which resolution ordered a general election (hereinafter referred to as the “General Municipal Election”) to be held on November 8, 2016 for the purpose of electing three Council Members for Places One (1), Three (3) and Five (5); and

WHEREAS, the City has heretofore caused to be posted and published in accordance with the election laws of the State of Texas, notices of the General Election to be held on November 8, 2016; and

WHEREAS, notices of the General Municipal Election were actually provided by the City and the Collin County Elections Administrator as required by state law; and

WHEREAS, the City Secretary presented affidavits of posting and publication of the notices of the General Municipal Election; and

WHEREAS, the affidavits of posting and the publishing notices of the General Municipal Election were examined and approved; and

WHEREAS, the General Municipal Election was duly and legally held on November 8, 2016 in the City and in conformity with the election laws of the State of Texas, and the results of the General Municipal Election, including the early voting results, have been certified and returned by the proper judges and clerks thereof; and

WHEREAS, the City Secretary, acting as Special custodian of the election records, presented the canvass report for the General Municipal Election, including the returns of the early ballots cast in connection therewith, to the Canvassing Board; and

WHEREAS, the City Council of the City, acting in its capacity as the Canvassing Board for the General Municipal Election, has considered the returns of said General Municipal Election, including the returns of said ballots cast in connection therewith; and

WHEREAS, the returns of the General Municipal Election, including the returns of early ballots cast in connection therewith, duly and legally made, showed that there were cast at said General Municipal Election, the following total valid and legal votes:

Place One (1)	Votes Cast
Vicki L. Sanson	<u>651</u>
Joshua A. Murray	421
Place Three (3)	Votes Cast
Kay Wright	<u>652</u>
Jason Arnold	361
Place Five (5)	Votes Cast
Mindi Serkland	<u>621</u>
Jorge Calderon	395

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAVON TEXAS:

Section 1. Incorporation of Premises. The above and foregoing premises are true and correct and are incorporated into the body of this Resolution and made a part hereof for all purposes.

Section 2. Confirmation of Vote Tabulations. The results of the General Municipal Election, as canvassed and tabulated above reflect the expressed desires of the resident qualified voters of the City.

Section 3. Issuance of Certificates of Election. That the Mayor is hereby authorized and directed to execute and deliver Certificates of Election to the successful candidates elected at the General Municipal Election.

Section 4. Issuance of Canvass of General Municipal Election. The Mayor is hereby authorized and directed to execute and deliver the Canvass of the General Municipal Election, a copy of which is attached hereto as **Exhibit A**, in accordance with the election laws of the State of Texas, and to take all other action necessary connection therewith.

Section 5. Declaring an Effective Date. This resolution shall be in full force and effect from and after its passage, and it is accordingly so resolved.

DULY PASSED AND APPROVED THIS THE 1st DAY OF NOVEMBER, 2016.

Charles A. Teske, Jr., Mayor

ATTEST: _____
Kim Dobbs
City Administrator | City Secretary

CITY OF LAVON, TEXAS
RESOLUTION NO. 2016-11-02

EXHIBIT "A"

CANVASS OF CITY OF LAVON, TEXAS
NOVEMBER 8, 2016 GENERAL ELECTION

I, Charles A. Teske, Jr., Mayor of the City of Lavon, Texas, met with the City Council sitting as the canvassing board to canvass the general election of November 8, 2016, on Tuesday, November 15, 2016 at City Hall, 120 School Road, Lavon, Texas 75166.

I certify that the figures on the tally sheets correspond with the figures on the returns.

Witness my hand this 15th day of November, 2016.

Presiding Officer of Canvassing Authority

Election Summary Report
Collin County, TX
General Election
November 8, 2016

Date: 11/08/16
Time: 23:12:37
Page: 1 of 9

Summary For Jurisdiction Wide, All Counters, All Races
Early Voting and Election Day Accumulated Totals
73 of 73 Vote Centers Reporting

Registered Voters 540084 - Cards Cast 365148 67.61%

Num. Report Precinct 214 - Num. Reporting 214 100.00%

C Anna Proposition		Total
Number of Precincts	12	
Precincts Reporting	12	100.0 %
Vote For	1	
Times Counted	3890/6110	63.7 %
Total Votes	3368	
Times Blank Voted	522	
Times Over Voted	0	
Number Of Under Votes	0	
For	2211	65.65%
Against	1157	34.35%

C Lavon Council P5		Total
Number of Precincts	3	
Precincts Reporting	3	100.0 %
Vote For	1	
Times Counted	1413/2019	70.0 %
Total Votes	1016	
Times Blank Voted	397	
Times Over Voted	0	
Number Of Under Votes	0	
Mindi Serkland	621	61.12%
Jorge Calderon	395	38.88%

C Dallas Proposition 1		Total
Number of Precincts	13	
Precincts Reporting	13	100.0 %
Vote For	1	
Times Counted	18541/28967	64.0 %
Total Votes	15447	
Times Blank Voted	3094	
Times Over Voted	0	
Number Of Under Votes	0	
For	11168	72.30%
Against	4279	27.70%

C Murphy Proposition 1		Total
Number of Precincts	5	
Precincts Reporting	5	100.0 %
Vote For	1	
Times Counted	8472/12069	70.2 %
Total Votes	7331	
Times Blank Voted	1141	
Times Over Voted	0	
Number Of Under Votes	0	
FOR	6635	90.51%
AGAINST	696	9.49%

C Lavon Council P1		Total
Number of Precincts	3	
Precincts Reporting	3	100.0 %
Vote For	1	
Times Counted	1413/2019	70.0 %
Total Votes	1072	
Times Blank Voted	341	
Times Over Voted	0	
Number Of Under Votes	0	
Vicki L. Sanson	651	60.73%
Joshua A. Murray	421	39.27%

C Murphy Proposition 2		Total
Number of Precincts	5	
Precincts Reporting	5	100.0 %
Vote For	1	
Times Counted	8472/12069	70.2 %
Total Votes	7213	
Times Blank Voted	1259	
Times Over Voted	0	
Number Of Under Votes	0	
FOR	5937	82.31%
AGAINST	1276	17.69%

C Lavon Council P3		Total
Number of Precincts	3	
Precincts Reporting	3	100.0 %
Vote For	1	
Times Counted	1413/2019	70.0 %
Total Votes	1013	
Times Blank Voted	400	
Times Over Voted	0	
Number Of Under Votes	0	
Kay Wright	652	64.36%
Jason Arnold	361	35.64%

C Murphy Proposition 3		Total
Number of Precincts	5	
Precincts Reporting	5	100.0 %
Vote For	1	
Times Counted	8472/12069	70.2 %
Total Votes	7342	
Times Blank Voted	1130	
Times Over Voted	0	
Number Of Under Votes	0	
FOR	6949	94.65%
AGAINST	393	5.35%

CITY OF LAVON, TEXAS
NOTICE OF GENERAL ELECTION
(AVISO DE ELECCION GENERAL)

To the registered voters of the City of Lavon, Texas:
(a los votantes registrados del Ciudad de Lavon, Texas):

Notice is hereby given that the voting location listed below will be open on November 8, 2016 for voting in a general election to elect three (3) City Council Members: Place 1, Place 3 and Place 5.
(Notifíquese, por las presente, que las casillas electorales citadas abajo se abrirán en 08 de noviembre de 2016 para votar en la Elección General para elegir tres (3) Miembros del Consejo: Lugar 1, Lugar 3 y Lugar 5.)

Eligible City of Lavon registered voters (with an effective date of registration on or before November 8, 2016) may vote at any of the Collin County Voting Locations. A list of all Voting Locations can be downloaded at www.cityoflavon.org.

Ciudad elegibles de Lavon votantes registrados (con una fecha de vigencia de la inscripción en la tarde del 8 noviembre, 2016) pueden votar en cualquiera de las ubicaciones del Condado de Collin de voto. Una lista de todos los lugares de votación se puede descargar en www.cityoflavon.org.

ELECTION DAY VOTING LOCATION:
DÍA DE LA ELECCIÓN lugar de votación:

November 8, 2016	7:00 a.m. – 7:00 p.m.	Lavon City Hall, 120 School Road, Lavon, Texas
<i>08 de noviembre, 2016</i>	<i>7:00 a.m. – 7:00 p.m.</i>	<i>Lavon Ayuntamiento, 120 School Road, Lavon, Texas</i>

EARLY VOTING BY PERSONAL APPEARANCE WILL BE CONDUCTED AS SHOWN BELOW:
La votación adelantada en persona se llevará a cabo como se muestra a continuación:

Lavon City Hall, 120 School Road, Lavon, Texas
Lavon Ayuntamiento, 120 School Road, Lavon, Texas

October 24 – October 28	8:00 a.m. – 5:00 p.m.	<i>(octubre 24 a octubre 28, 8:00 a.m. - 5:00 p.m.)</i>
October 29	7:00 a.m. – 7:00 p.m.	<i>(octubre 29, 7:00 a.m. - 7:00 p.m.)</i>
October 30	1:00 p.m. – 6:00 p.m.	<i>(octubre 30, 1:00 p.m. – 6:00 p.m.)</i>
October 31- November 4	7:00 a.m. – 7:00 p.m.	<i>(octubre 31 a noviembre 4, 7:00 a.m. – 7:00 p.m.)</i>

Applications for ballot by mail shall be mailed to:
(Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:)

Bruce Sherbet, Collin County Elections Administrator
2010 Redbud Blvd., Suite 102
McKinney, TX 75069

Applications for ballots by mail must be received no later than the close of business on October 28, 2016.
(Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas de negocio el 28 de octubre de 2016)

Issued this the 20th day of September, 2016
(Emitida este día 20 de septiembre, 2016.)



Charles A. Teske, Jr.
Mayor *(Firma del Alcalde)*



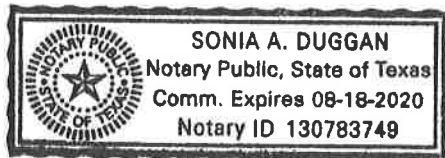
STATE OF TEXAS
COUNTY OF COLLIN

Before me, the undersigned authority, on this day personally appeared Chad Engbrock, publisher of C & S Media, dba *The Wylie News*, a newspaper regularly published in Collin County, Texas and having general circulation in Collin County, Texas, who being by me duly sworn, deposed and says that the foregoing attached:

**City of Lavon
Notice of General Election
was published in said newspaper on the following date(s), to-wit:
October 12, 2016**

Chad Engbrock, Publisher

Subscribed and sworn before me on this, the 14 day of Oct, 2016 to certify which witness my hand and seal of office.


Notary Public in and for
The State of Texas

My commission expires 8.18.20

Election Notice

CITY OF LAVON, TEXAS NOTICE OF GENERAL ELECTION (AVISO DE ELECCION GENERAL)

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Issued this the 20th day of September, 2016
(Emitida este día 20 de septiembre, 2016)


Charles A. Teske, Jr.
Mayor (Firma del Alcalde)



**CITY OF LAVON
CITY COUNCIL
Agenda Brief**

MEETING: November 15, 2016

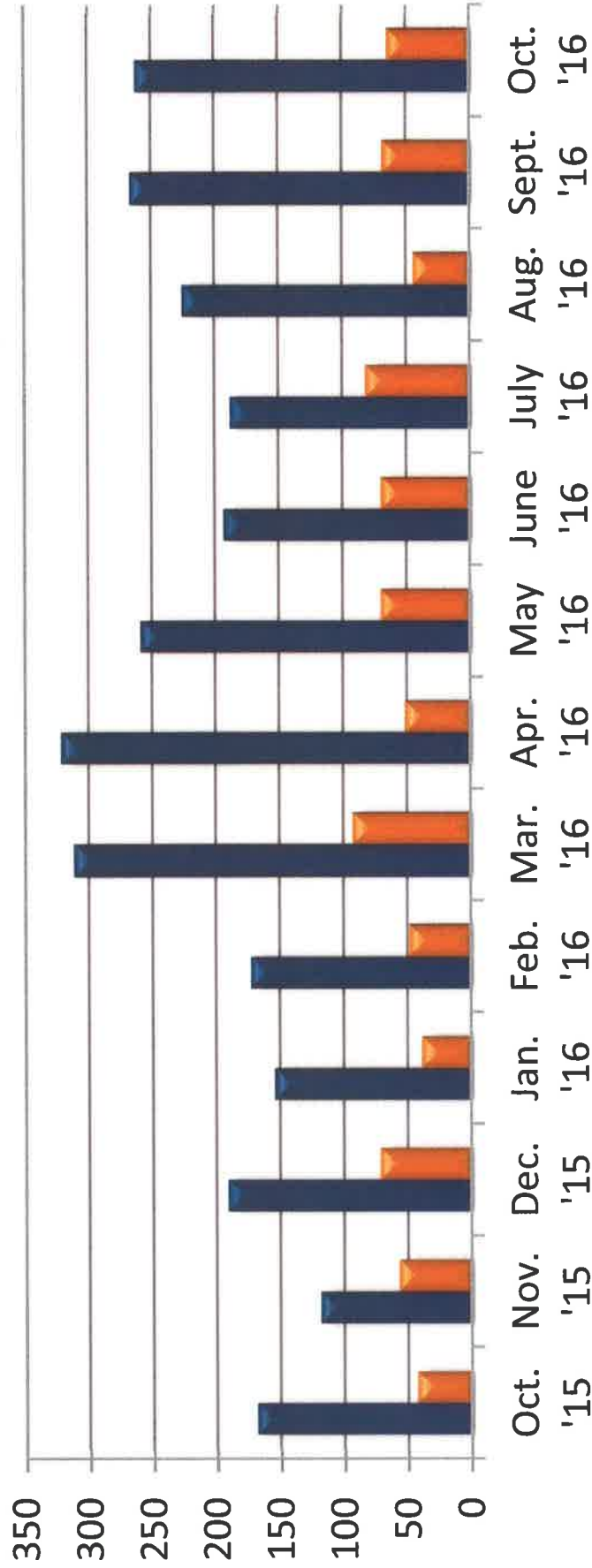
ITEM: 9

**STAFF
REPORTS**

Calls for Service

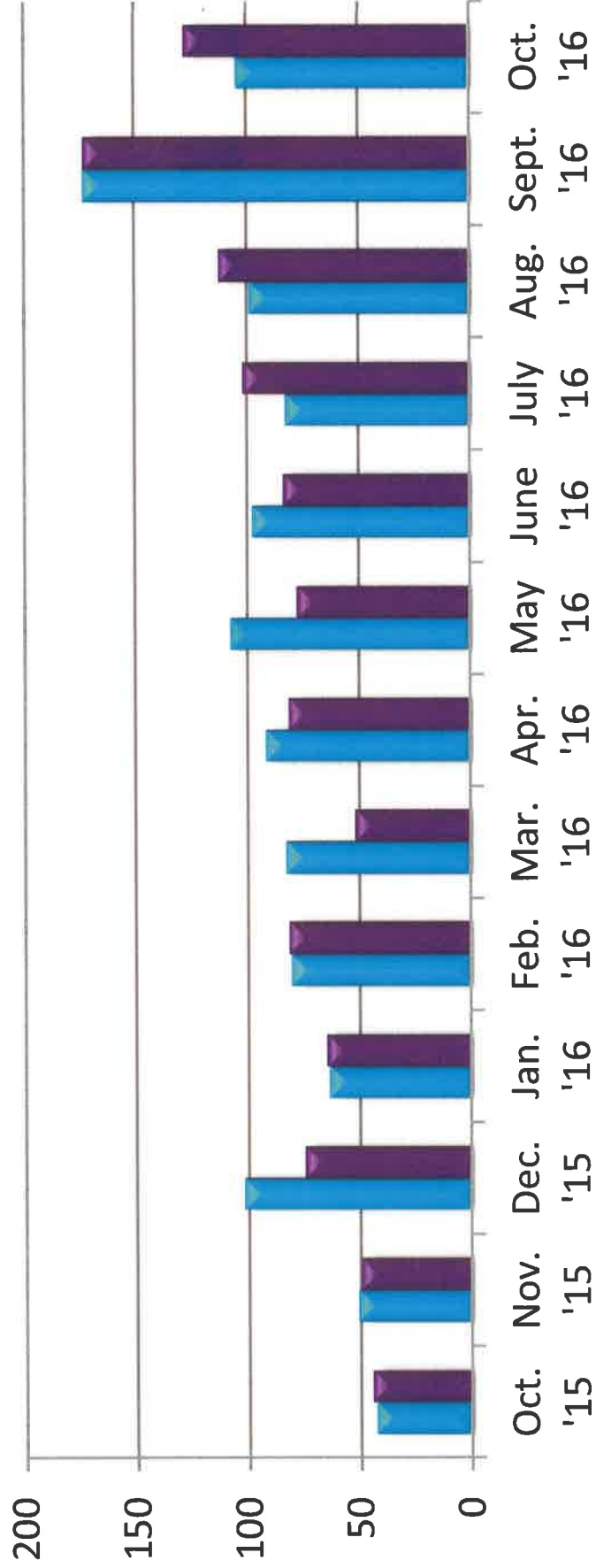
■ General Calls* ■ Crime Related Calls

*Does not include Crime Related Calls



Traffic Enforcement

■ Citations ■ Warnings



	Oct 2016 Actual	Nov 2016 Outlook	Dec 2016 Outlook	Jan 2017 Outlook	Feb 2017 Outlook	Mar 2017 Outlook	Apr 2017 Outlook	May 2017 Outlook	June 2017 Outlook	July 2017 Outlook	Aug 2017 Outlook	Sept 2017 Outlook	FY 2016-2017 TOTAL	FY 2016-2017 Budget
Ordinary Income/Expense														
Income														
Utility Income Transfer	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00	168,000.00	168,000.00
Solid Waste Fund Transfer	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	120,000.00	120,000.00
Sanitary Sewer Fund Trans	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00	288,000.00	288,000.00
Total Utility Income														
Judicial Branch														
Court Fees	310.00	226.00	226.00	226.00	226.00	226.00	226.00	226.00	226.00	226.00	226.00	230.00	2,800.00	2,800.00
Total Judicial Branch	310.00	226.00	226.00	226.00	226.00	226.00	226.00	226.00	226.00	226.00	226.00	230.00	2,800.00	2,800.00
Legislative Branch														
Administrative Fee	1,200.00	1,527.27	1,527.27	1,527.27	1,527.27	1,527.27	1,527.27	1,527.27	1,527.27	1,527.27	1,527.27	1,527.30	18,000.00	18,000.00
Banking Interest	9.66	57.39	57.39	57.39	57.39	57.39	57.39	57.39	57.39	57.39	57.39	57.44	641.00	641.00
Late Fees	1,733.63	1,660.58	1,660.58	1,660.58	1,660.58	1,660.58	1,660.58	1,660.58	1,660.58	1,660.58	1,660.58	1,660.57	20,000.00	20,000.00
Photocopies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	50.00
Return of Equity Insurance	0.00	66.36	66.36	66.36	66.36	66.36	66.36	66.36	66.36	66.36	66.36	66.40	730.00	730.00
Community Center/Pavilion Ret	260.00	385.45	385.45	385.45	385.45	385.45	385.45	385.45	385.45	385.45	385.45	385.50	4,500.00	4,500.00
Restitution	0.00	430.00	430.00	430.00	430.00	430.00	430.00	430.00	430.00	430.00	430.00	430.00	4,750.00	4,750.00
Total Legislative Branch	3,203.29	4,147.05	4,127.05	4,127.05	4,127.05	4,127.05	4,127.05	4,127.05	4,127.05	4,127.05	4,127.05	4,177.21	48,671.00	48,671.00
Operations Division														
EDC Reimb - Tax Note	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,866.00	13,866.00
Food Service Inspection Permit	0.00	875.00	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,875.00	3,875.00
General Permit Fees	2,600.54	2,945.41	2,945.41	2,945.41	2,945.41	2,945.41	2,945.41	2,945.41	2,945.41	2,945.41	2,945.41	2,945.36	35,000.00	35,000.00
New Building Permit Fees	0.00	13,636.36	13,636.36	13,636.36	13,636.36	13,636.36	13,636.36	13,636.36	13,636.36	13,636.36	13,636.36	13,636.40	150,000.00	150,000.00
OSPF Permit Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00
PD Fines / Fees	5,694.78	5,827.75	5,827.75	5,827.75	5,827.75	5,827.75	5,827.75	5,827.75	5,827.75	5,827.75	5,827.75	5,827.72	70,000.00	70,000.00
PD Warrant Fines / Fees	100.00	627.28	627.28	627.28	627.28	627.28	627.28	627.28	627.28	627.28	627.28	627.20	7,000.00	7,000.00
PD SRO	1,716.69	2,263.94	2,263.94	2,263.94	2,263.94	2,263.94	2,263.94	2,263.94	2,263.94	2,263.94	2,263.94	2,263.91	26,620.00	26,620.00
Total Operations Division	10,312.01	26,175.74	26,800.74	25,300.74	25,800.74	25,800.74	25,300.74	25,300.74	25,800.74	25,300.74	25,300.74	25,800.59	308,361.00	308,361.00
Prior Year Carryover														
Unencumbered FY 15-16 Funds	216,193.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	216,193.00	165,631.00
Total Carryover	216,193.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	216,193.00	165,631.00
Taxes														
Franchise Tax	2,184.97	10,710.46	10,710.46	10,710.46	10,710.46	10,710.46	10,710.46	10,710.46	10,710.46	10,710.46	10,710.46	10,710.43	120,000.00	120,000.00
Property Tax	4,513.91	53,000.00	750,000.00	225,000.00	70,500.00	25,000.00	15,000.00	2,500.00	2,000.00	2,000.00	2,000.00	970.09	1,152,484.00	1,152,484.00
Sales & Use Tax	13,056.51	12,449.41	12,449.41	12,449.41	12,449.41	12,449.41	12,449.41	12,449.41	12,449.41	12,449.41	12,449.41	12,449.39	150,000.00	150,000.00
Total Taxes	19,755.39	76,159.87	773,159.87	248,159.87	93,659.87	48,159.87	38,159.87	25,159.87	25,159.87	25,159.87	25,159.87	24,129.91	1,422,484.00	1,422,484.00
Total Income	273,773.69	130,708.66	830,313.66	301,813.66	161,179.66	102,313.66	91,813.66	79,313.66	79,313.66	78,813.66	78,813.66	76,337.71	2,286,509.00	2,235,947.00
Expense														
Judicial Branch														
Credit Card Fees	0.00	161.37	161.37	161.37	161.37	161.37	161.37	161.37	161.37	161.37	161.37	161.30	1,775.00	1,775.00
Jury Panel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	150.00
Health Insurance	638.93	626.46	626.46	626.46	626.46	626.46	626.46	626.46	626.46	626.46	626.46	626.47	7,530.00	7,530.00
Office Supplies	26.30	179.43	179.43	179.43	179.43	179.43	179.43	179.43	179.43	179.43	179.43	179.40	2,000.00	2,000.00
Payroll - Municipal Court Staff	4,059.62	4,288.85	4,288.85	4,288.85	4,288.85	4,288.85	4,288.85	4,288.85	4,288.85	4,288.85	4,288.85	4,289.88	51,238.00	51,238.00
Payroll - Judge	300.00	290.91	290.91	290.91	290.91	290.91	290.91	290.91	290.91	290.91	290.91	290.90	3,500.00	3,500.00
Payroll - Prosecutor	300.00	290.81	290.91	290.91	290.91	290.91	290.91	290.91	290.91	290.91	290.91	290.90	3,500.00	3,500.00
Postal Fees	0.00	40.91	40.91	40.91	40.91	40.91	40.91	40.91	40.91	40.91	40.91	40.90	450.00	450.00
Training	0.00	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.90	1,000.00	1,000.00
Total Judicial Branch	5,324.85	5,969.75	5,969.75	5,969.75	5,969.75	6,044.75	5,969.75	5,969.75	6,044.75	5,969.75	5,969.75	5,970.65	71,143.00	71,143.00

	Oct 2016 Actual	Nov 2016 Outlook	Dec 2016 Outlook	Jan 2017 Outlook	Feb 2017 Outlook	Mar 2017 Outlook	Apr 2017 Outlook	May 2017 Outlook	June 2017 Outlook	July 2017 Outlook	Aug 2017 Outlook	Sept 2017 Outlook	FY 2016-2017 TOTAL	FY 2016-2017 Budget
City Secretary/Treasurer														
Advertising & Notices	612.00	308.00	308.00	308.00	308.00	308.00	308.00	308.00	308.00	308.00	308.00	308.00	4,000.00	4,000.00
Building Supplies	241.25	159.89	159.89	159.89	159.89	159.89	159.89	159.89	159.89	159.89	159.89	159.89	2,000.00	2,000.00
Cell Phone - Staff	71.40	173.24	173.24	173.24	173.24	173.24	173.24	173.24	173.24	173.24	173.24	173.24	1,977.00	1,977.00
Computer (Server/Software)	16.19	362.16	362.16	362.16	362.16	362.16	362.16	362.16	362.16	362.16	362.16	362.21	4,000.00	4,000.00
Cleaning	470.00	470.00	470.00	470.00	470.00	470.00	470.00	470.00	470.00	470.00	470.00	470.00	5,640.00	5,640.00
CPA	0.00	0.00	0.00	1,300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	950.00	2,250.00	2,250.00
Dues & Fees	180.00	165.46	165.46	165.46	165.46	165.46	165.46	165.46	165.46	165.46	165.46	165.46	2,000.00	2,000.00
Drinking Water/Gatorade All	238.52	69.23	69.23	69.23	69.23	69.23	69.23	69.23	69.23	69.23	69.23	69.18	1,000.00	1,000.00
Elections	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,000.00	12,000.00	12,000.00
Health Insurance	1,852.90	2,566.10	2,566.10	2,566.10	2,566.10	2,566.10	2,566.10	2,566.10	2,566.10	2,566.10	2,566.10	2,566.10	30,120.00	30,120.00
Office Furniture	0.00	0.00	0.00	600.00	0.00	0.00	0.00	400.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Office Supplies	382.14	306.17	306.17	306.17	306.17	306.17	306.17	306.17	306.17	306.17	306.17	306.16	3,750.00	3,750.00
Council Events	0.00	59.09	59.09	59.09	59.09	59.09	59.09	59.09	59.09	59.09	59.09	59.10	650.00	650.00
Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	3,500.00
Payroll - Admin Staff	12,744.63	15,266.48	15,266.48	15,266.48	15,266.48	15,266.48	15,266.48	15,266.48	15,266.48	15,266.48	15,266.48	15,266.57	180,876.00	180,876.00
Comm Center Events Coord	555.00	404.09	404.09	404.09	404.09	404.09	404.09	404.09	404.09	404.09	404.09	404.10	5,000.00	5,000.00
Community Events	759.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	740.18	5,000.00	5,000.00
Automobile Allowance	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00	2,400.00
Postal Fees	0.00	22.72	22.72	22.72	22.72	22.72	22.72	22.72	22.72	22.72	22.72	22.80	250.00	250.00
Records Storage	116.00	116.00	116.00	116.00	116.00	116.00	116.00	116.00	116.00	116.00	116.00	124.00	1,400.00	1,400.00
Software	0.00	1,545.46	1,545.46	1,545.46	1,545.46	1,545.46	1,545.46	1,545.46	1,545.46	1,545.46	1,545.46	1,545.40	17,000.00	17,000.00
Training	883.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	116.14	3,000.00	3,000.00
Electric	750.95	386.28	386.28	386.28	386.28	386.28	386.28	386.28	386.28	386.28	386.28	386.24	5,000.00	5,000.00
Natural Gas	20.21	316.35	316.35	316.35	316.35	316.35	316.35	316.35	316.35	316.35	316.35	316.29	3,500.00	3,500.00
Telephone	504.90	517.73	517.73	517.73	517.73	517.73	517.73	517.73	517.73	517.73	517.73	517.80	6,200.00	6,200.00
Water	33.97	65.09	65.09	65.09	65.09	65.09	65.09	65.09	65.09	65.09	65.09	65.13	750.00	750.00
Total City Secretary	20,673.75	23,479.54	23,479.54	23,479.54	23,479.54	23,479.54	23,479.54	23,479.54	23,479.54	23,479.54	23,479.54	32,293.85	304,063.00	304,063.00
Operations Division														
Fire Services														
Computer/IT/Printer	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	1,225.00	4,225.00	4,225.00
Lifepac 12 Heart Monitor	0.00	0.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00	0.00	4,500.00	4,500.00
Body Armor/Helmet/EMS PK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,750.00	1,750.00	1,750.00
City Radio/Antenna/Install	0.00	0.00	0.00	0.00	750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	750.00	750.00
FD Office Supplies	0.00	72.73	72.73	72.73	72.73	72.73	72.73	72.73	72.73	72.73	72.73	72.70	800.00	800.00
Travel/Conferences/Meals	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00	350.00	0.00	1,350.00	1,350.00
Office Furniture	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00
Asset Tags/Metal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	0.00	0.00	0.00	500.00	500.00
Postal Fees	0.00	11.37	11.37	11.37	11.37	11.37	11.37	11.37	11.37	11.37	11.37	11.30	125.00	125.00
Internet/Wifi/Sat	0.00	109.09	109.09	109.09	109.09	109.09	109.09	109.09	109.09	109.09	109.09	109.10	1,200.00	1,200.00
PPE/Bunker gear	0.00	318.19	318.19	318.19	318.19	318.19	318.19	318.19	318.19	318.19	318.19	318.10	3,500.00	3,500.00
ALS medical Supplies	0.00	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.90	1,000.00	1,000.00
Apparatus Upgrades/Repairs	0.00	454.55	454.55	454.55	454.55	454.55	454.55	454.55	454.55	454.55	454.55	454.50	5,000.00	5,000.00
Cell Phone	52.43	77.05	77.05	77.05	77.05	77.05	77.05	77.05	77.05	77.05	77.05	77.07	900.00	900.00
Equipment Maint and Repair	24.52	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	225.48	0.00	500.00	500.00
Fire Hose	395.68	0.00	0.00	2,000.00	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	0.00	3,500.00	3,500.00
Fuel	0.00	327.66	327.66	327.66	327.66	327.66	327.66	327.66	327.66	327.66	327.66	327.72	4,000.00	4,000.00
Fire Marshal Dues & Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00	600.00	600.00
Fire/Safety Manager	4,685.29	5,028.61	5,028.61	5,028.61	5,028.61	5,028.61	5,028.61	5,028.61	5,028.61	5,028.61	5,028.61	5,028.61	60,000.00	60,000.00
Health Insurance	638.93	626.46	626.46	626.46	626.46	626.46	626.46	626.46	626.46	626.46	626.46	626.47	7,530.00	7,530.00
NFPA Pump/Ladder E2	0.00	0.00	0.00	450.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	450.00	450.00
PT Personnel Stipend	1,575.00	1,782.45	1,782.45	1,782.45	1,782.45	1,782.45	1,782.45	1,782.45	1,782.45	1,782.45	1,782.45	1,782.95	21,150.00	21,150.00
Safety Fire Equipment	0.00	0.00	0.00	0.00	0.00	300.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00	300.00

	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	FY 2016-2017	FY 2016-2017
	Actual	Outlook	Outlook	Outlook	Outlook	Outlook	Outlook	Outlook	Outlook	Outlook	Outlook	Outlook	TOTAL	Budget
Uniforms/Graphics	0.00	0.00	300.00	0.00	0.00	300.00	0.00	0.00	300.00	0.00	0.00	100.00	1,000.00	1,000.00
Tornado Siren	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Telephone	0.00	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	500.00	500.00
Electric	158.40	167.42	167.42	167.42	167.42	167.42	167.42	167.42	167.42	167.42	167.42	167.42	2,000.00	2,000.00
Natural Gas	44.20	68.71	68.71	68.71	68.71	68.71	68.71	68.71	68.71	68.71	68.71	68.71	800.00	800.00
Water	29.33	38.24	38.24	38.24	38.24	38.24	38.24	38.24	38.24	38.24	38.24	38.24	450.00	450.00
Total Fire Service	7,603.78	10,186.45	11,016.90	12,668.90	9,968.90	12,618.90	9,218.90	11,218.90	12,268.90	9,218.90	9,794.38	12,894.19	128,880.00	128,880.00
Police Department														
Audio Visual	0.00	163.62	163.62	163.62	163.62	163.62	163.62	163.62	163.62	163.62	163.62	163.62	1,800.00	1,800.00
Ballistic Helmet	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,800.00	0.00	0.00	0.00	1,800.00	5,400.00	5,400.00
Body Armor	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	4,500.00	4,500.00
Cell Phone Staff	528.51	642.86	642.86	642.86	642.86	642.86	642.86	642.86	642.86	642.86	642.86	642.86	7,600.00	7,600.00
Child Abuse Interdical	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00
Cleaning	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	4,200.00	4,200.00
Computers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	4,000.00	4,000.00
Crime Prevention	107.98	153.82	153.82	153.82	153.82	153.82	153.82	153.82	153.82	153.82	153.82	153.82	1,800.00	1,800.00
Database Services	30.00	30.00	30.00	30.00	30.00	30.00	30.00	60.00	30.00	30.00	30.00	70.00	1,800.00	1,800.00
Dispatch	0.00	6,249.50	0.00	0.00	6,249.50	0.00	0.00	6,249.50	0.00	0.00	6,249.50	0.00	24,998.00	24,998.00
Due & Fees	0.00	0.00	0.00	300.00	0.00	0.00	0.00	0.00	0.00	300.00	0.00	0.00	600.00	600.00
Emergency Equipment	365.00	239.55	239.55	239.55	239.55	239.55	239.55	239.55	239.55	239.55	239.55	239.55	3,000.00	3,000.00
Explorer Post Program	9.00	226.45	226.45	226.45	226.45	226.45	226.45	226.45	226.45	226.45	226.45	226.45	2,500.00	2,500.00
Health Insurance	4,411.07	5,759.90	5,759.90	5,759.90	5,759.90	5,759.90	5,759.90	5,759.90	5,759.90	5,759.90	5,759.90	5,759.90	67,770.00	67,770.00
Inmate Boarding	0.00	81.82	81.82	81.82	81.82	81.82	81.82	81.82	81.82	81.82	81.82	81.82	900.00	900.00
Meals & Entertainment	65.00	0.00	100.00	0.00	100.00	0.00	0.00	100.00	100.00	0.00	0.00	35.00	500.00	500.00
Mobile Internet	222.91	252.46	252.46	252.46	252.46	252.46	252.46	252.46	252.46	252.46	252.46	252.46	3,000.00	3,000.00
Office Equipment	65.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	700.00	700.00
Office Supplies	338.12	196.53	196.53	196.53	196.53	196.53	196.53	196.53	196.53	196.53	196.53	196.53	2,500.00	2,500.00
Patrol Rifle	0.00	0.00	0.00	0.00	0.00	1,200.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00	1,200.00
Payroll - Police Services	31,453.98	38,061.37	38,061.37	38,061.37	38,061.37	38,061.37	38,061.37	38,061.37	38,061.37	38,061.37	38,061.37	38,061.37	450,128.00	450,128.00
Corporate pay Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Payroll OT & Drug Investig.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Police Equipment Mtn.	0.00	227.27	227.27	227.27	227.27	227.27	227.27	227.27	227.27	227.27	227.27	227.27	2,500.00	2,500.00
Postal Fees	24.92	34.09	34.09	34.09	34.09	34.09	34.09	34.09	34.09	34.09	34.09	34.09	400.00	400.00
Radio	0.00	545.45	545.45	545.45	545.45	545.45	545.45	545.45	545.45	545.45	545.45	545.45	6,000.00	6,000.00
Report Management	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	3,500.00	3,500.00
School Resource Expenses	0.00	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	500.00	500.00
Software	9,500.00	0.00	0.00	1,800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	2,000.00	2,000.00
TLETS Management	852.72	422.48	422.48	422.48	422.48	422.48	422.48	422.48	422.48	422.48	422.48	422.48	5,500.00	5,500.00
Training	254.39	522.33	522.33	522.33	522.33	522.33	522.33	522.33	522.33	522.33	522.33	522.33	6,000.00	6,000.00
Uniform	0.00	31.83	31.83	31.83	31.83	31.83	31.83	31.83	31.83	31.83	31.83	31.83	350.00	350.00
Vehicle Cleaning	1,402.56	1,508.86	1,508.86	1,508.86	1,508.86	1,508.86	1,508.86	1,508.86	1,508.86	1,508.86	1,508.86	1,508.86	18,000.00	18,000.00
Vehicle Fuel	348.46	877.41	877.41	877.41	877.41	877.41	877.41	877.41	877.41	877.41	877.41	877.41	10,000.00	10,000.00
Vehicle Mtn.	0.00	272.73	272.73	272.73	272.73	272.73	272.73	272.73	272.73	272.73	272.73	272.73	3,000.00	3,000.00
Vests	381.25	419.89	419.89	419.89	419.89	419.89	419.89	419.89	419.89	419.89	419.89	419.89	5,000.00	5,000.00
Electric	545.03	586.72	586.72	586.72	586.72	586.72	586.72	586.72	586.72	586.72	586.72	586.72	7,000.00	7,000.00
Telephone	30.81	33.56	33.56	33.56	33.56	33.56	33.56	33.56	33.56	33.56	33.56	33.56	400.00	400.00
Water	52,767.71	57,935.96	57,935.96	57,935.96	57,935.96	57,935.96	57,935.96	57,935.96	57,935.96	57,935.96	57,935.96	57,935.96	668,847.00	668,847.00
Total Police Department														
Public Works														
Audio Visual	2.83	27.02	27.02	27.02	27.02	27.02	27.02	27.02	27.02	27.02	27.02	27.02	300.00	300.00
Bear Creek/Eagle Pond	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	4,000.00
Building Inspector	2,846.16	3,104.89	3,104.89	3,104.89	3,104.89	3,104.89	3,104.89	3,104.89	3,104.89	3,104.89	3,104.89	3,104.89	37,000.00	37,000.00
Cell Phone - Staff	150.56	204.49	204.49	204.49	204.49	204.49	204.49	204.49	204.49	204.49	204.49	204.49	2,400.00	2,400.00
Code Enforcement	0.00	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	1,000.00	1,000.00

	Oct 2016 Actual	Nov 2016 Outlook	Dec 2016 Outlook	Jan 2017 Outlook	Feb 2017 Outlook	Mar 2017 Outlook	Apr 2017 Outlook	May 2017 Outlook	June 2017 Outlook	July 2017 Outlook	Aug 2017 Outlook	Sept 2017 Outlook	FY 2016-2017 TOTAL	FY 2016-2017 Budget
Computer Equip	1,429.96	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	70.04	2,000.00	2,000.00
Food Service Inspector	0.00	227.27	227.27	227.27	227.27	227.27	227.27	227.27	227.27	227.27	227.27	227.27	2,500.00	2,500.00
Grounds Minc	131.41	578.97	578.97	578.97	578.97	578.97	578.97	578.97	578.97	578.97	578.97	578.97	6,500.00	6,500.00
Heavy Equipment Minc	16.14	634.89	634.89	634.89	634.89	634.89	634.89	634.89	634.89	634.89	634.89	634.89	7,000.00	7,000.00
Insurance Claims	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lightbars	0.00	0.00	0.00	1,300.00	0.00	0.00	0.00	1,300.00	0.00	0.00	0.00	0.00	2,600.00	2,600.00
Meals & Entertainment	0.00	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	500.00	500.00
MS4 Supplies	0.00	181.82	181.82	181.82	181.82	181.82	181.82	181.82	181.82	181.82	181.82	181.82	2,000.00	2,000.00
Office Supplies	19.59	89.13	89.13	89.13	89.13	89.13	89.13	89.13	89.13	89.13	89.13	89.13	1,000.00	1,000.00
Health Insurance	1,265.92	1,938.55	1,938.55	1,938.55	1,938.55	1,938.55	1,938.55	1,938.55	1,938.55	1,938.55	1,938.55	1,938.55	22,590.00	22,590.00
Missing Reqs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Payroll - Public Works	6,176.82	8,100.75	8,100.75	8,100.75	8,100.75	8,100.75	8,100.75	8,100.75	8,100.75	8,100.75	8,100.75	8,100.75	96,285.00	96,285.00
Payroll - Part-time	0.00	545.45	545.45	545.45	545.45	545.45	545.45	545.45	545.45	545.45	545.45	545.45	6,000.00	6,000.00
Postal Fees	0.00	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	1,000.00	1,000.00
Signage	31.76	1,269.84	1,269.84	1,269.84	1,269.84	1,269.84	1,269.84	1,269.84	1,269.84	1,269.84	1,269.84	1,269.84	14,000.00	14,000.00
Slate OSSF Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00	300.00
Street Lights	3,382.66	3,692.47	3,692.47	3,692.47	3,692.47	3,692.47	3,692.47	3,692.47	3,692.47	3,692.47	3,692.47	3,692.47	44,000.00	44,000.00
Street Repair/Minc	0.00	1,818.18	1,818.18	1,818.18	1,818.18	1,818.18	1,818.18	1,818.18	1,818.18	1,818.18	1,818.18	1,818.18	20,000.00	20,000.00
Mosquito Spraying	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00	12,000.00
Tools	-29.95	639.07	639.07	639.07	639.07	639.07	639.07	639.07	639.07	639.07	639.07	639.15	7,000.00	7,000.00
Training	171.00	575.37	575.37	575.37	575.37	575.37	575.37	575.37	575.37	575.37	575.37	575.30	6,500.00	6,500.00
Uniform	75.65	174.94	174.94	174.94	174.94	174.94	174.94	174.94	174.94	174.94	174.94	174.95	2,000.00	2,000.00
Vehicle Fuel	333.96	560.55	560.55	560.55	560.55	560.55	560.55	560.55	560.55	560.55	560.55	560.54	6,500.00	6,500.00
Vehicle Minc.	1,327.08	242.99	242.99	242.99	242.99	242.99	242.99	242.99	242.99	242.99	242.99	243.02	4,000.00	4,000.00
PW Facility Rental	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	7,800.00	7,800.00
Fire Extinguishers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00	600.00
Boom Lift Rental	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	3,000.00
Total Public Works	17,981.87	25,483.91	25,483.92	25,483.92	25,483.92	25,483.92	27,963.92	28,783.92	27,663.92	27,483.92	28,483.93	31,053.94	321,375.00	321,375.00
Other Expenses														
Debt Service														
Copier Minc Contract	256.34	231.24	231.24	231.24	231.24	231.24	231.24	231.24	231.24	231.24	231.24	231.26	2,800.00	2,800.00
EDC Tax Note	0.00	0.00	0.00	0.00	13,866.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,866.00	13,866.00
Fire Engine 2013 Spartan	0.00	22,502.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22,502.00	22,502.00
Fire Marshal Vehicle	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,138.00	13,138.00
Pitney Bowes Contract	-158.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	773.50	575.00	575.00
Tractor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,000.00	9,000.00
Tractor/Mower/Bush Hog	0.00	0.00	0.00	0.00	0.00	0.00	4,963.00	0.00	0.00	0.00	0.00	0.00	4,963.00	4,963.00
PW - 3/4 Dodge 2 of 4	0.00	0.00	0.00	0.00	6,400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,400.00	6,400.00
PD - 2016 Ram 2 of 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,693.00	16,693.00
PD - 2016 Ford Explorer 2 of 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,042.00	0.00	18,042.00	18,042.00
Total Debt Service	57.84	22,733.24	231.24	231.24	20,497.24	231.24	5,194.24	231.24	231.24	231.24	18,273.24	39,855.76	107,879.00	107,879.00
Facilities														
Building Minc - City Hall	6.79	1,090.29	1,090.29	1,090.29	1,090.29	1,090.29	1,090.29	1,090.29	1,090.29	1,090.29	1,090.29	1,090.31	12,000.00	12,000.00
Building Minc - EM Svcs.	0.00	1,090.91	1,090.91	1,090.91	1,090.91	1,090.91	1,090.91	1,090.91	1,090.91	1,090.91	1,090.91	1,090.90	12,000.00	12,000.00
Total Facilities	6.79	2,181.20	2,181.20	2,181.20	2,181.20	2,181.20	2,181.20	2,181.20	2,181.20	2,181.20	2,181.20	2,181.21	24,000.00	24,000.00
Dedicated Funds														
TIF Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	0.00	0.00	0.00	0.00	100,000.00	100,000.00
Phase 2 Radio Upgrade	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	20,000.00
Sports Cmpx Grt Mich Transfer	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	20,000.00
Resrv Unassigned Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,324.00	0.00	100,324.00	100,324.00
Street Fund Transfer	0.00	0.00	0.00	0.00	0.00	35,000.00	0.00	0.00	0.00	0.00	0.00	0.00	35,000.00	35,000.00
Total Dedicated Funds	0.00	0.00	0.00	0.00	0.00	75,000.00	0.00	100,000.00	0.00	0.00	100,324.00	0.00	275,324.00	275,324.00
Insurance														
Auto Liability	378.08	378.08	653.98	653.98	653.98	653.98	653.98	653.98	653.98	653.98	653.98	654.02	7,266.00	7,266.00

	Oct 2016 Actual	Nov 2016 Outlook	Dec 2016 Outlook	Jan 2017 Outlook	Feb 2017 Outlook	Mar 2017 Outlook	Apr 2017 Outlook	May 2017 Outlook	June 2017 Outlook	July 2017 Outlook	Aug 2017 Outlook	Sept 2017 Outlook	FY 2016-2017 TOTAL	FY 2016-2017 Budget
Auto Phys. Damage	211.42	211.42	377.52	377.52	377.52	377.52	377.52	377.52	377.52	377.52	377.52	377.48	4,196.00	4,196.00
Errors & Omissions	133.00	133.00	147.90	147.90	147.90	147.90	147.90	147.90	147.90	147.90	147.90	147.90	1,745.00	1,745.00
General Liability	64.17	64.17	56.87	56.87	56.87	56.87	56.87	56.87	56.87	56.87	56.87	56.83	697.00	697.00
Law Enforcement Liability	591.83	591.83	446.83	446.83	446.83	446.83	446.83	446.83	446.83	446.83	446.83	446.87	5,632.00	5,632.00
Mobil/Equipment	23.50	23.50	26.30	26.30	26.30	26.30	26.30	26.30	26.30	26.30	26.30	26.30	310.00	310.00
Real & Personal Property	238.92	238.92	133.42	133.42	133.42	133.42	133.42	133.42	133.42	133.42	133.42	133.36	1,812.00	1,812.00
Workers Compensation	1,505.08	1,505.08	1,505.08	1,505.08	1,505.08	1,505.08	1,505.08	1,505.08	1,505.08	1,505.08	1,505.08	1,505.12	18,061.00	18,061.00
Total Insurance	3,146.00	3,146.00	3,347.90	3,347.90	3,347.90	3,347.90	3,347.90	3,347.90	3,347.90	3,347.90	3,347.90	3,347.90	39,771.00	39,771.00
Outsourcing														
Ambulance Service	0.00	3,380.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,380.50	0.00	13,522.00	13,522.00
Animal Control	0.00	2,337.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,337.50	0.00	9,350.00	9,350.00
Auditor	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	4,500.00	0.00	0.00	0.00	14,500.00	14,500.00
Central Appraisal District	0.00	0.00	1,810.75	0.00	0.00	1,810.75	0.00	0.00	1,810.75	0.00	0.00	1,810.75	7,243.00	7,243.00
City Civil Attorney	3,229.30	2,433.70	2,433.70	2,433.70	2,433.70	2,433.70	2,433.70	2,433.70	2,433.70	2,433.70	2,433.70	2,433.70	30,000.00	30,000.00
City Engineer	1,650.00	759.09	759.09	759.09	759.09	759.09	759.09	759.09	759.09	759.09	759.09	759.10	10,000.00	10,000.00
Codification	725.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,670.00	9,395.00	9,395.00
Consulting/Prof Service	1,150.00	222.27	222.27	222.27	222.27	222.27	222.27	222.27	222.27	222.27	222.27	222.30	2,445.00	2,445.00
Drainage Project - Prelim Eng	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32,000.00	32,000.00	32,000.00
Fidelity Bonding	0.00	0.00	0.00	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00
Information Technologies	1,321.95	1,698.04	1,698.04	1,698.04	1,698.04	1,698.04	1,698.04	1,698.04	1,698.04	1,698.04	1,698.04	1,697.95	20,000.00	20,000.00
MS4 Permitting Consultant	0.00	0.00	0.00	0.00	12,500.00	0.00	0.00	0.00	12,500.00	0.00	0.00	0.00	25,000.00	25,000.00
Tax Assessor & Collector	0.00	0.00	1,300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,300.00	1,300.00
Tire Administrator	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	0.00	0.00	0.00	0.00	0.00	4,000.00	4,000.00
Shredding Services	100.84	109.01	109.01	109.01	109.01	109.01	109.01	109.01	109.01	109.01	109.01	109.05	1,300.00	1,300.00
Total Outsourcing	8,176.78	15,940.11	8,332.86	5,422.11	28,440.11	7,032.86	9,222.11	10,940.11	24,032.86	5,222.11	10,940.11	47,702.85	181,405.00	181,405.00
** Payroll Taxes														
FICA	3,543.84	4,470.55	4,470.55	4,470.55	4,470.55	4,470.55	4,470.55	4,470.55	4,470.55	4,470.55	4,470.55	4,470.56	52,720.00	52,720.00
Medicare	836.65	1,044.85	1,044.85	1,044.85	1,044.85	1,044.85	1,044.85	1,044.85	1,044.85	1,044.85	1,044.85	1,044.85	12,330.00	12,330.00
Retirement - City Portion	2,861.53	3,918.04	3,918.04	3,918.04	3,918.04	3,918.04	3,918.04	3,918.04	3,918.04	3,918.04	3,918.04	3,918.07	45,960.00	45,960.00
SUTA	135.52	305.87	305.87	305.87	305.87	305.87	305.87	305.87	305.87	305.87	305.87	305.78	3,500.00	3,500.00
Total Payroll Taxes	7,377.54	9,739.31	9,739.31	9,739.31	9,739.31	9,739.31	9,739.31	9,739.31	9,739.31	9,739.31	9,739.31	9,739.26	114,510.00	114,510.00
Total Expenses	123,137.02	176,795.47	144,071.07	154,310.33	190,343.83	218,246.08	148,993.33	261,657.83	160,796.08	138,860.33	271,489.32	248,416.31	2,237,097.00	2,235,947.00
Estimated Bank Balance	215,498.68	169,411.87	855,654.46	1,003,157.79	973,993.62	858,061.20	800,881.53	618,537.36	537,054.94	477,008.27	284,352.61	114,274.01	-	-



CITY OF LAVON CITY COUNCIL Agenda Brief

MEETING: November 15, 2016

ITEM: 10

Item:

Discuss possible application to the Texas Department of Agriculture for a 2017/18 Texas Community Development Block Grant (TxCDBG), including program guidelines and requirements.

Background:

In reviewing the infrastructure needs of the City and researching possible avenues for funding short-term and long-term capital projects, an opportunity was identified relating to the Texas Department of Agriculture - Texas Community Development Block Grant (TxCDBG) program. The grant application is a competitive process with specific scoring criteria. There are no guarantees of an award.

The maximum award of the grant that the City could contemplate is \$275,000. To maximize scoring, the City would contribute matching funds of up to 5% or \$13,750. Once engineered and bid, if the capital project were to exceed the grant award amount, the City could reduce the scope of the project, reduce the contract by change order, pay the additional costs, or a combination thereof.

The City would obtain professional services for grant administration and engineering, both of which are reimbursable under the grant guidelines. Household income of benefitted properties, (determined using a survey process), first-time applicant status, and project priority are considered in the scoring criteria.

Upon a general and preliminary review, a sanitary sewer project appears to be the best project for the City to advance at this time. Local matching funds are available in the fund reserve of the Sewer Fund.

Attachments: Texas CDBG Application Information
Texas Department of Agriculture - Information Sheet

November 12, 2016

**CITY OF LAVON
2017-18 TXCDBG APPLICATION INFORMATION**

Grant Funds:

Maximum grant award	=	\$275,000
Local matching funds (5%)	=	<u>\$13,750</u>
Anticipated project budget	=	\$288,750

Project engineering, grant administration and construction are all eligible activities and would be included in the project budget. Additionally, acquisition is an eligible expense that can be included in the project budget, if needed. (Project engineering fees paid with TxCDBG funds are capped at 25% of the construction costs. Program administration fees are capped at 16% of the constructions costs.)

Unless there are extenuating circumstances, it is reasonable to assume that construction funds in the original budget would be between \$208,000 and \$225,000. Once bid, if the construction contract is over budget, the City would have the option of committing additional matching funds to complete the construction as bid, reducing the contract by change order (if feasible), or reducing the scope of work if it does not cause a reduction in the number of beneficiaries. If construction contract is under budget, the City's match requirement would be reduced, but still calculated at 5%.

Helpful Information:

Applications are scored using the State's criteria and the Council of Government's Regional Review Committee scoring criteria. North Central Texas COG has chosen to prioritize water, sewer, septic tank, street and drainage projects. Additional points are awarded to projects that provide first-time water or sewer service to residents. Therefore, applications that provide first-time water or sewer service are the most likely to be funded (assuming all other scoring categories are adequate for funding).

The COG has also elected to award points based on past funding, or more accurately - the lack thereof. Applicants who have not been funded since 2010 (or ever) receive the maximum number of points for this scoring category.

The amount of matching funds committed is also a scoring category. Applicants may commit a lower percentage of matching funds, but it is not recommended as it may reduce the ability to complete against other applicants who committed funds to receive maximum points.

Proposed timeline:

November 15, 2016 – The City begins the procurement of administration and engineering services to assist with the completion of a TxCDBG application and services associated with the implementation of the project by appointing a Selection Committee and executing required forms. (Services associated with the implementation of the project would be contingent upon the City receiving a grant award.)

November 16, 2016 – Ad delivered to the *Wylie News* for publication in its next edition (November 23, 2016).

November 23, 2016 – The advertisement (RFP) publishes and the City distributes the RFP's for professional services.

December 6, 2016 – Due date for proposals for professional services.

January 3, 2017 - The City approves the recommendations of the Selection Committee for the award of professional service contracts.

January 4, 2017 – Publication of Public Hearing notice.

January 8–12, 2017- Public Hearing as required by the TxCDBG application/citizen participation requirements.

January 17, 2017 – Execute Resolution authorizing the submittal of a TxCDBG application and authorizing the Mayor to execute all application related documents.

January 18, 2017 – Publication of Public Notice as required by application guidelines.

February 4, 2017 – TxCDBG applications must be received by the Texas Department of Agriculture by 5:00 p.m.



TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER

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About Rural Texas CDBG

Funding Source

Every year, the US Department of Housing and Urban Development provides federal Community Development Block Grant funds directly to states, which, in turn, provide the funds to small, rural cities with populations less than 50,000, and to counties that have a non-metropolitan population under 200,000 and are not eligible for direct funding from HUD. These small communities are called "non-entitlement" areas because they must apply for CDBG dollars through the Texas CDBG program. Larger cities, such as Dallas, Houston and others, receive CDBG monies directly from HUD, and are called "entitlement" areas.

History

The CDBG program is governed by Title I of the Housing and Community Development Act of 1974 (the Act) and Federal regulations at 24 CFR 570, Subpart I. The introduction of the CDBG program in 1974 signaled a move away from individual categorized federal development assistance programs towards the block grant model, which gives communities broad latitude in using funds for a variety of development activities. The Omnibus Budget Reconciliation Act of 1981 authorized states to administer the CDBG programs.

CDBG Objectives

The primary objective of the Community Development Block Grant program is to develop viable communities by providing decent housing and suitable living environments, and expanding economic opportunities principally for persons of low- to moderate-income. To achieve these goals, the CDBG regulations outline the eligible activities and the National Objectives that each activity must meet. As a recipient of CDBG funds, the state is charged with ensuring that these HUD requirements are met. Specifically, the state is responsible for assuring the US Department of Housing and Urban Development that each project it funds meets one of three National Objectives: Benefit low- and moderate income persons; Aid in the prevention or elimination of slums or blight; or meet a need having a particular urgency, which represents an immediate threat to the health and safety of residents. In line with the federal objectives, the state administers its CDBG programs according to the following goals: Improve public facilities to meet basic human needs, principally for low- and moderate-income persons. Improve housing conditions, principally for persons of low- and moderate-income. Expand economic opportunities by creating or retaining jobs, principally for low- and moderate-income persons. Provide assistance and public facilities to eliminate conditions hazardous to the public health and of an emergency nature.

Primary Beneficiaries

All projects funded through the CDBG program typically meet the first national objective (benefit low- and moderate-income persons) by benefiting at least 51 percent low- to moderate-income persons, which are defined as those who earn equal to or less than 80 percent of the area median family income figure (where the area is a metropolitan statistical area or a non-metropolitan county) or Earn equal to or less than less than 80 percent of the statewide non-metropolitan median family income figure, as defined under the US Department of Housing and Urban Development Section 8 Housing Assistance Program. For income eligibility in your area, please review the most recent Income Limits document. Some projects funded through the CDBG program may meet the second national objective of aiding in the prevention or elimination of slum or blight while the remainder of CDBG projects will fall under the third national objective. The third national objective includes activities designed to meet community development needs having a particular urgency, which the CDBG Program applies to Disaster Relief and Urgent Need Fund projects.

Program Administration

The state of Texas administers its CDBG programs in accordance to funding rules and regulations set by HUD. Each year, it submits an Action Plan for the next fiscal year. The Action Plan describes the methods that will be used for distributing funds among the various CDBG programs, including award amounts per program, application selection process, etc. Once HUD approves the Action Plan it becomes codified into the Texas Administrative Code. The TxCDBG program then makes applications available in accordance with each program's funding cycle. Applications received for competitive funding programs are reviewed and scored using program-specific criteria and processes. Once awards are made from the CDBG program, contracts are executed between the department and the city or county officials, and the grantee begins the implementation of their proposed project. To guide grantees in the implementation of their projects, the grantees follow the 2009 CDBG Project Implementation Manual. The Manual describes the methods a CDBG grant recipient uses to administer the CDBG contract, and includes relevant forms. This document covers the post award process.

Regional Review Committees (Composition Role)

Each of Texas' 24 regional councils, known as Council of Governments, has its own Regional Review Committee (RRC). Each RRC is comprised of 12 local elected officials, appointed at the pleasure of the Governor. The role of each Regional Review Committee is to participate in the process for determining regional scoring priorities for projects funded through the Texas CDBG's Community Development Fund, and is responsible for developing the objective scoring criteria.

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CITY OF LAVON CITY COUNCIL Agenda Brief

MEETING: November 15, 2016

ITEM: 11-A

Item:

Presentation, discussion and action regarding Resolution No. 2016-11-03 authorizing the creation of the North Central Texas Regional 9-1-1 Emergency Communications District.

Background:

The North Central Texas Council of Governments (NCTCOG) currently administers the State's 9-1-1 Program. The City contracts with Collin County for dispatch services and also works cooperatively with the City of Wylie when dispatch involves the call for emergency medical service.

A recent change in state legislation included a provision for the establishment of regional emergency communications districts (ECD) and the NCTCOG is requesting that the City support the creation of an ECD which could result in increased funding to the region for 9-1-1 services.

A Regional Advisory Council was formed to study the matter and is now seeking the input of area cities with regard to a future course of action. A questionnaire has been provided for the City Council to use to indicate preference and if the City Council is prepared to express support for the creation of an EDC, a resolution is provided for such action.

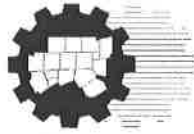
A representative on behalf of the Regional Advisory Council will attend the City Council meeting to provide additional information and answer questions.

Financial Implications:

There has not been an indication of any initial or ongoing costs to the City identified at this time. The implications for the region appear to be financially positive.

Attachments: Correspondence – Judge John Horn, County Judge
Chair, Regional 9-1-1 Advisory Committee
Frequently Asked Questions
Questionnaire
Resolution

November 12, 2016



North Central Texas Council Of Governments

Chuck Teske
Mayor
City of Lavon
P. O. Box 340
Lavon, TX 75166

Dear Chuck Teske,

The North Central Texas Council of Governments (NCTCOG) currently administers the State's 9-1-1 Program for your city/county, as directed by legislation enacted in 1987. NCTCOG is recognized nationally as a leader in the provision of 9-1-1 services. They have more than met the legislative charge of providing emergency dispatch centers with the latest and best available equipment and technology; and assuring that this equipment and technology is operating or backed up on a 24 hour/365 day basis. Additionally, they have actively assisted with the training and certification of dispatch center personnel.

I am writing this letter to you on behalf of the NCTCOG 9-1-1 Regional Advisory Committee, which is made up of elected and appointed officials from the entities which are served by the NCTCOG 9-1-1 program. We believe there is a positive opportunity for the participants in the NCTCOG program to have a real and larger impact on policy and fiscal matters than is now available through the state administrative program.

In the most recent legislative session, the Health and Safety Code was amended by SB 1108/HB 3462 to permit Councils of Governments/Regional Planning Commissions to establish Regional Emergency Communications Districts (ECD). We see a lot of potential advantages and opportunities that would be to our benefit by creating an ECD. I will attempt to lay out our reasoning in the following paragraphs.

Currently, our citizens and businesses are charged 50 cents on their phone bills to pay for 9-1-1 services. This money is remitted to and held by the state until the legislature appropriates all or part of the funds collected to the Texas Commission on State Emergency Communications (CSEC). CSEC then allocates these funds to councils of governments. The problem is that the Legislature does not always appropriate all of the funds collected, but rather retains some of the funds to show (on paper) a balanced state budget. Currently, the state is holding over \$150 million. Over 15% of this amount has been collected from our Region.

If we were to create an ECD, the monies collected through the maximum 50 cent fee would be remitted in their entirety to this district. The major benefit from this, aside from all the funds collected in our region coming back to it, is that a long-range strategic plan could be adopted outlining future capital improvements and replacements for our dispatch centers based on a known and reliable stream of revenue. Under the present situation, we have no certainty of the amount of funding that the region will receive during any given biennium. This results in a lot of inefficiencies because long-term planning for capital equipment is difficult to do.

The other major benefit to be realized from having our own district is one of local control. Policy and budgetary matters would be decided by a Board of Directors consisting of local elected officials from entities served by NCTCOG's 9-1-1 Program. An initial ECD Board of Directors consisting of a representative from participating entities would meet to determine the size of the permanent Board, and the qualifications of its members. At least two-thirds of the initial Board members must be elected officials.

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www.nctcog.org

The new law specifies that councils of governments, NCTCOG in our case, will continue as staff to the district. This assures that there will be no disruption to the current services provided to our citizens and businesses through the already existing dispatch centers.

The new law requires that the governing body of each entity now served by a councils of governments pass a resolution calling for the creation of an ECD. Many of our entities have already indicated an interest in doing so. Thus, the Regional Advisory Council is now reaching out to everyone to see if there is a broader interest in creating a district. Please use the enclosed form to let us know of your preference and/or if you would like to have a meeting to learn more about this matter and to get any questions answered. Also enclosed is a sample resolution, which can be used if you are ready to support the creation of an EDS. The final enclosure is a membership list for the Regional Advisory Committee. Please submit your response forms or resolutions to Mike Eastland, the NCTCOG Executive Director, using the contact information below. I would also encourage you to call me at 903-408-4146, if you have any questions. Other members of the Advisory Committee will be happy to receive inquiries.

Yours Truly,



John Horn
County Judge, Hunt County
Chair, 9-1-1 Regional Advisory Committee

Contact information for Mike Eastland is:
Mailing Address: PO Box 5888, Arlington, Texas 76005
Email Address: meastland@nctcog.org
Phone: 817-695-9101
Fax: 817-704-2543

Enclosures:
Questionnaire Form
Resolution
9-1-1 Regional Advisory Committee Membership List
Frequently Asked Questions

9-1-1 Regional Advisory Committee Members:

Chair: Judge John Horn (Hunt County)
Vice-Chair: Judge Bruce Woods (Kaufman County)
Major Pam Palmisano (Collin County Sheriff's Department)
Brett Latta (Navarro County Sheriff's Department)
Judge Craig Johnson (Wise County)
Chief Michael Jennings (City of Dublin)
Judge Danny Chambers (Somervell County)
Patrick Adams (City of Mineral Wells)
Sheriff Roger Deeds (Hood County)
Chief Mike Manning (Parker County)
Commissioner Jerry Stringer (Johnson County)
Chief Mark Poindexter (Rockwall County)
Chief Victor Kemp (Dallas County)
Chief Carl Smith (Ellis County)
Mayor Steve Terrell (City of Allen)
Chief Deputy Brian Peterson (Somervell County)

Term Expiration:

December 2016

Sheriff Rodger Deeds – Representing Hood County
Mayor Steve Terrell – Representing Urban County

December 2017

Patrick Adams – Representing Palo Pinto County
Judge John Horn – Representing Hunt County
Judge Bruce Woods – Representing Kaufman County

December 2018

Chief Mike Manning – Representing Parker County
Chief Mark Poindexter – Representing Rockwall County
Chief Victor Kemp – Representing Dallas County
Commissioner Jerry Stringer – Representing Johnson County
Judge Danny Chambers – Representing Somervell County
Chief Carl Smith – Representing Ellis County
Chief Deputy Brian Peterson – Representing Rural County

December 2019

Major Pam Palmisano - Representing Collin County
Captain Brett Latta - Representing Navarro County
Chief Michael Jennings – Representing Erath County
Judge Craig Johnson – Representing Wise County

Creation of a Regional Emergency Communications District Frequently Asked Questions

What is a regional emergency communication district?

A regional emergency communication district is composed of counties and municipalities that operate a 9-1-1 system solely through a council of governments/regional planning commission.

What is required to start the process of creating a regional emergency communication district?

Each county and municipality currently provided 9-1-1 services by the North Central Texas Council of Governments (NCTCOG) must pass a resolution calling for the creation of a district.

How is a governing board formed?

Once all resolutions have been submitted, a meeting will be called and a representative from each county and municipality will be invited to attend for the purpose of determining the appropriate size of a governing board and the qualifications of its members. (At least 2/3 of these representatives must be elected officials.)

What are the responsibilities and powers of the governing board?

- To set policies for the district.
- Adopt an annual budget.
- Adopt bylaws, rules and procedures governing operation of the district.

How is the district staffed?

NCTCOG remains responsible for the day to day administration and operations of the district with services to be provided by its professional 9-1-1 staff.

Does the creation of a district create another level of government with taxing power?

- No, NCTCOG is already providing 9-1-1 support services to the same counties and municipalities that would be members of the district.
- No, the district by state law is prohibited from levying and collecting a tax.

How would the district be funded?

The district would be funded by a maximum fee of \$.50 on telephone bills. All revenue would be remitted to the district.

How does this differ from the current funding method?

- The \$.50 fee remains the same.
- The difference is all of the revenues would come directly to the district for 9-1-1 services.
- Currently, the revenues are sent to the State Comptroller and remain there until the Legislature appropriates them to the Commission on State Emergency Communications (CSEC) for disbursement to Councils of Governments across the state.
- The problem is the Legislature often does not appropriate all of the monies that have been collected from across the state, in fact, the state is holding approximately \$150 million dollars which could be used for 9-1-1 purposes as it is intended.

Creation of a Regional Emergency Communications District Frequently Asked Questions

What are the benefits of being a district?

- Local elected officials would have the authority and responsibility of determining the highest and best use of the revenue to best serve 9-1-1 needs.
- Local elected officials would establish the policies and rules for delivery of 9-1-1 services in the region rather than a state commission, CSEC.
- Better predictability of the amount of funds that will be available in future years, enables local officials to develop a longer range financial plan for capital expenditures which will bring about greater efficiency in the use of the revenue.
- Ability to enter into cooperative agreement with other 9-1-1 entities.

Are there any negative impacts that a district would have on public safety providers as a result of not being state controlled?

No, the same services will continue as they have in the past. Call routing will remain the same as it now exists. After hours support and maintenance will continue to be provided by the highly trained and dedicated technical professionals on a 24 x 7 x 365 basis.

Are there any limitations on the ability for a district to be created?

- The combined population of the entities to be served cannot exceed 1.5 million as of September 2015.
- The Texas State Demographer's population estimates, which are the official numbers used by CSEC, were presented to the Legislature at the time the enabling legislation was passed and confirmed that the 1.5 million population provision was met by NCTCOG.

Emergency Communications District Questionnaire

The County/City of _____ supports the creation of an Emergency Communications District and plans to consider the passage of a resolution in favor of the district.

The County/City of _____ is interested in the creation of an Emergency Communications District for North Central Texas, but wants to participate in a meeting to get more information before considering a resolution in favor of the District.

The County/City of _____ does not support the creation of an Emergency Communications District.

Please send your response by mail, email, or fax to:

Mike Eastland
PO Box 5888, Arlington, Texas 76005
Email Address: meastland@nctcog.org
Phone: 817-695-9101
Fax: 817-704-2543

CITY OF LAVON, TEXAS
RESOLUTION NO. 2016-11-03

Creation of North Central Texas Regional 9-1-1 ECD

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAVON,
TEXAS AUTHORIZING THE CREATION OF THE NORTH CENTRAL
TEXAS REGIONAL 9-1-1 EMERGENCY COMMUNICATIONS DISTRICT.**

WHEREAS, Chapter 772, Subchapter H, of the Texas Health and Safety Code, cited as the Regional Emergency Communications District Act (the “Act”), provides the creation of a Regional Emergency Communications District: and

WHEREAS, the Act applies to a state planning region established under Chapter 391 of the Texas Local Government Code with a population of under 1.5 million, composed of counties and municipalities that operate a 9-1-1 system solely through a regional planning commission: and

WHEREAS, the Act requires that the governing bodies of each participating county and municipality in the region adopt a resolution approving the creation of the Regional Emergency Communications District (the “District”): and

WHEREAS, as of November 1, 2016, the City of Lavon exclusively receives 9-1-1 system services operated through the North Central Texas Council of Governments, a regional planning commission;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAVON, TEXAS THAT CREATION OF THE NORTH CENTRAL TEXAS REGIONAL 9-1-1 EMERGENCY COMMUNICATIONS DISTRICT IS HEREBY AUTHORIZED.

DULY PASSED AND APPROVED this the 15th day of November, 2016 at a regularly scheduled Council Meeting of the City of Lavon, Texas.

Charles A. Teske, Jr., Mayor

ATTEST: _____
Kim Dobbs
City Administrator | City Secretary



CITY OF LAVON CITY COUNCIL Agenda Brief

MEETING: November 15, 2016

ITEM: 11-B

Item:

Discussion and action to appoint the Selection Review Committee to perform procurement of professional services for the City's anticipated 2017/18 Texas Community Development Block Grant (TxCDBG) application and project.

Background:

The due date for applications for the TxCDBG program is February 4, 2017. If the City Council wishes to explore and/or proceed with an application for a TxCDBG for infrastructure construction, the next step is to begin the procurement of administration and engineering services to assist with the completion of a TxCDBG application and services associated with the implementation of the project. Professional services associated with the application and implementation of the project would be contingent upon the City receiving a grant award.

The City Council begins the procurement process with the appointment a Selection Review Committee and execution of required forms. There are no specific guidelines regarding who comprises the committee, however, cities typically appoint the Mayor, a Council member and the City Administrator to the committee.

The City would then begin a Request for Proposals (RFP) process for professional services and the Committee would review the proposals and submit a recommendation to the City Council for selection by the first meeting in January, 2017.

Financial Implications:

The City would fund the publishing costs for the RFP advertisement in the Administration budget, where funds have been allocated.

Attachments: Worksheet for appointment of a Selection Review Committee

November 12, 2016

Selection Review Committee Appointment

The following persons have been appointed to:

- **determine the criteria to select administration and engineering service providers; and**
- **review and rate proposals from administration and engineering service providers.**

Name	Title/Office/Position
1.	
2.	
3.	

Appointed by: City Council, City of Lavon

Date: November 15, 2016



**CITY OF LAVON
CITY COUNCIL
Agenda Brief**

MEETING: November 15, 2016

ITEM: 11-C

Item:

Discussion and action regarding Resolution No. 2016-11-04 authorizing the Mayor to execute the Code of Conduct Policy for the City's anticipated 2017/18 TxCDBG application and project.

Background:

Regulations relating to nepotism and conflicts of interest may be found in the following:

- Texas Government Code, Chapter 573
- Texas Local Government Code, Chapter 171
- 24 Code of Federal Regulations (CFR) 570.489(h)
- 2 CFR 200.318

The TxCDBG Project Implementation Manual provides a Code of Conduct Policy for the City to approve as a requirement of the program.

Financial Implications:

NA

Attachments: Resolution
Code of Conduct Policy

November 12, 2016

CITY OF LAVON, TEXAS
RESOLUTION NO. 2016-11-04

TxCDBG Code of Conduct

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAVON, TEXAS APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE THE CODE OF CONDUCT POLICY FOR THE CITY'S ANTICIPATED 2017/18 TXCDBG APPLICATION AND PROJECT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council desires to approve a conflict of interest policy in conjunction with the process for a Texas Community Development Block Grant application,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAVON, TEXAS, THAT:

SECTION 1. That the City Council does hereby approve and authorize the Mayor to execute the Code of Conduct policy for the City's anticipated 2017/18 TxCDBG application and project, which is attached hereto and labeled "Exhibit A";

SECTION 2. That this resolution shall take effect from and after the date of its passage.

DULY PASSED AND APPROVED by the City Council of the City of Lavon, Texas on the 15th day of November, 2016.

Charles A. Teske, Jr., Mayor

ATTEST:

Kim Dobbs
City Administrator | City Secretary

CITY OF LAVON, TEXAS
RESOLUTION NO. 2016-11-04

EXHIBIT A

Code of Conduct Policy

CODE OF CONDUCT POLICY

These procedures are intended to serve as guidelines for the procurement of supplies, equipment, construction services and professional services for the Texas Community Development Block Grant (TxCDBG) Program. The regulations related to conflict of interest and nepotism may be found at the Texas Government Code Chapter 573, Texas Local Government Code Chapter 171, 24 CFR 570.489(h), and 2 CFR 200.318

CODE OF CONDUCT

No employee, officer, or agent of the City of Lavon shall participate in the selection, award, or administration of a contract supported by TxCDBG funds if he or she has a real or apparent conflict of interest. Such a conflict could arise if the employee, officer or agent; any member of his/her immediate family; his/her partner; or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

No officer, employee, or agent of the City of Lavon shall solicit or accept gratuities, favors or anything of monetary value from contractors or firms, potential contractors or firms, or parties to sub-agreements, except where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value.

As a Grant Recipient of a TxCDBG contract, the City of Lavon shall avoid, neutralize or mitigate actual or potential conflicts of interest so as to prevent an unfair competitive advantage or the existence of conflicting roles that might impair the performance of the TxCDBG contract or impact the integrity of the procurement process.

No employee, agent, consultant, officer, or elected or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or subrecipients which are receiving TxCDBG funds, that has any CDBG function/responsibility, or is in a position to participate in a decision-making process or gain inside information, may obtain a financial interest or benefit from the TxCDBG activity.

The conflict of interest restrictions and procurement requirements identified herein shall apply to a benefitting business, utility provider, or other third party entity that is receiving assistance, directly or indirectly, under a TxCDBG contract or award, or that is required to complete some or all work under the TxCDBG contract in order to meet the National Program Objective.

Any person or entity including any benefitting business, utility provider, or other third party entity that is receiving assistance, directly or indirectly, under a TxCDBG contract or award, or that is required to complete some or all work under the TxCDBG contract in order to meet a National Program Objective, that might potentially receive benefits from TxCDBG awards may not participate in the selection, award, or administration of a contract supported by CDBG funding.

Any alleged violations of these standards of conduct shall be referred to the City Attorney. Where violations appear to have occurred, the offending employee, officer or agent shall be subject to disciplinary action, including but not limited to dismissal or transfer; where violations or infractions appear to be substantial in nature, the matter may be referred to the appropriate officials for criminal investigation and possible prosecution.

Passed and approved this 15th day of November, 2016

Charles A. Teske, Jr., Mayor



CITY OF LAVON CITY COUNCIL Agenda Brief

MEETING: November 15, 2016

ITEM: 11-D

Item:

Discussion and action regarding Resolution No. 2016-11-05 approving the Collin County Emergency Management Plan and appointing the Emergency Management Coordinator for the City of Lavon.

Background:

The Collin County inter-jurisdictional Emergency Management Plan (Plan) has been updated and was adopted by the Collin County Commissioners Court on October 10, 2016. The Plan provides for disaster mitigation, preparedness, response and recovery. The Collin County Emergency Management Coordinator has provided a copy of the Plan and the Plan's Table of Contents is attached. A CD of the Plan is enclosed with the Council meeting packet. The public may request a copy of the Plan by contacting the city staff.

Pursuant to the Texas Administrative Code and the Texas Government Code, each incorporated city in Texas shall participate in a local emergency management agency and shall prepare and maintain an emergency management plan. Some Collin County cities, such as Allen, Frisco, Plano and McKinney, have prepared plans specific to their cities. Approval of the Plan is being sought from cities who do not have a city-specific plan prepared, such as the City of Lavon.

In addition to the adoption of an Emergency Management Plan, the State of Texas has asked that each jurisdiction appoint an emergency management coordinator. In the City of Lavon, this role has been fulfilled by the Director of Health and Life Safety.

Financial Implications:

NA

Attachments: Resolution
Correspondence – James McCrone
Table of Contents – Emergency Management Plan

November 12, 2016

CITY OF LAVON, TEXAS
RESOLUTION NO. 2016-11-05

Collin County Emergency Management Plan

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAVON, TEXAS APPROVING THE COLLIN COUNTY EMERGENCY MANAGEMENT PLAN AND APPOINTING THE EMERGENCY MANAGEMENT COORDINATOR FOR THE CITY OF LAVON; AND PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAVON, TEXAS, THAT:

SECTION 1. The City Council does hereby approve the Collin County Emergency Management Plan; and

SECTION 2. The City Council does hereby appoint the Director of Health and Life Safety Services as the Emergency Management Coordinator for the City of Lavon.

SECTION 3. That this resolution shall take effect from and after the date of its passage.

DULY PASSED AND APPROVED by the City Council of the City of Lavon, Texas on the 15th day of November, 2016.

Charles A. Teske, Jr., Mayor

ATTEST:

Kim Dobbs
City Administrator | City Secretary



COLLIN COUNTY

Emergency Management
4300 Community Avenue
McKinney, Texas 75071
(972) 548-4383
FAX (972) 548-4747

October 21, 2016

120 School Rd.
Lavon, TX 75166

Dear Mayor Charles Teske, Jr.:

The Collin County inter-jurisdictional Emergency Management Plan has been updated and adopted by the Collin County Commissioners Court. This plan is required for each municipality under Title 37 Texas Administrative Code Chapter §7.12: Each county and incorporated city in Texas shall maintain an emergency management agency or participate in a local or inter-jurisdictional emergency management agency and Texas Government Code Chapter 418 Subchapter E Section 106: Each local and inter-jurisdictional agency shall prepare and keep current an emergency management plan for its area providing for disaster mitigation, preparedness, response, and recovery.

A copy of the updated emergency management plan is included on the enclosed CD. In addition, the State of Texas has requested that each jurisdiction complete a form with their appointed emergency management coordinator's contact information. Please sign the enclosed Emergency Management Plan signature page, as well as, complete the Texas Division of Emergency Management form, and return them to the Collin County Office of Emergency Management.

If you have any questions or concerns, please give me a call at our office at (972) 548-5535 to discuss this with you in more detail.

Sincerely,

James McCrone

Collin County Emergency Management Coordinator

Attachments:

1. Collin County Comprehensive Emergency Management Plan
2. Jurisdiction Mayoral Signature Page
3. TDEM 147 for designation of Emergency Management Coordinator
4. Commissioners Court Order No. 2016-782-10-10

THE STATE OF TEXAS

COUNTY OF COLLIN

Subject: Adoption, Collin County Comprehensive Emergency Management Plan – Emergency Management

On October 10, 2016, the Commissioners Court of Collin County, Texas, met in regular session with the following members present and participating, to wit:

Keith Self
Susan Fletcher
Cheryl Williams
Chris Hill
Duncan Webb

County Judge, Presiding
Commissioner, Precinct 1
Commissioner, Precinct 2
Commissioner, Precinct 3
Commissioner, Precinct 4

During such session the court considered a request for approval to adopt the Collin County Comprehensive Emergency Management Plan.

Thereupon, a motion was made, seconded and carried with a majority vote of the court for approval to adopt the Collin County Comprehensive Emergency Management Plan. Same is hereby approved in accordance with the attached documentation.



Keith Self, County Judge

Susan Fletcher, Commissioner, Pct. 1

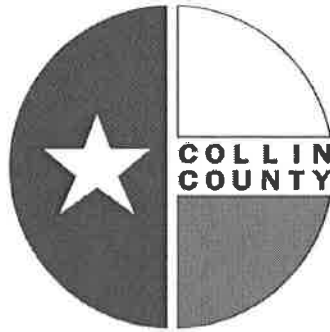
Cheryl Williams, Commissioner, Pct. 2

Chris Hill, Commissioner, Pct. 3

Duncan Webb, Commissioner, Pct. 4

ATTEST:

Stacy Kemp, Ex-Officio Clerk
Commissioners Court
Collin County, TEXAS



EMERGENCY OPERATIONS PLAN

COLLIN COUNTY, TEXAS

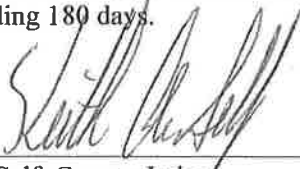
MARCH 1, 2016

APPROVAL & IMPLEMENTATION

**COLLIN COUNTY
EMERGENCY OPERATIONS PLAN**

This emergency management plan is hereby approved. This plan is effective immediately and supersedes all previous editions.

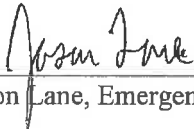
Pursuant to the Texas Disaster Act of 1975, Government Code 418.042, 418.043 (13), and 418.173(a), failure to comply with this plan or a rule, order or ordinance adopted under this plan is an offense punishable, for each transaction, by penalty of a fine up to \$1,000 or confinement in jail for a term not exceeding 180 days.



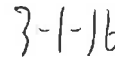
Keith Self, County Judge



Date



Jason Lane, Emergency Management Coordinator



Date

Mayor, City of Anna **Date**

Mayor, City of Blue Ridge **Date**

Mayor, City of Celina **Date**

Mayor, Town of Fairview **Date**

Mayor, City of Farmersville **Date**

Mayor, City of Josephine **Date**

Mayor, City of Lavon **Date**

Mayor, City of Lowry Crossing **Date**

Mayor, City of Lucas **Date**

Mayor, City of Melissa **Date**

Mayor, City of Murphy **Date**

Mayor, City of Nevada **Date**

Mayor, Town of New Hope **Date**

Mayor, City of Parker **Date**

Mayor, City of Princeton **Date**

Mayor, Town of Prosper **Date**

Mayor, City of Royce City **Date**

Mayor, City of Sachse **Date**

Mayor, City of Saint Paul **Date**

Mayor, City of Weston **Date**

Mayor, City of Wylie **Date**

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**CITY OF LAVON
CITY COUNCIL
Agenda Brief**

MEETING: November 15, 2016

ITEM: 11-E

Item:

Discussion and action regarding Resolution No. 2016-11-06 authorizing the cancellation of the Payment Services and Indemnity Agreement entered into by and between Copperfield Systems, Inc. and the Heritage Public Improvement District (PID) #1.

Background:

As a result of a change in the business organization of Copperfield Systems, Inc. the current provider of credit card payments of the Heritage Public Improvement District (PID) #1, Utility Tax Service, LLC has submitted documents to cancel the current payment services agreement with Copperfield. Utility Tax Service, LLC has also submitted documents for transferring the services to another provider at a lower cost to the customers.

Financial Implications:

There is no cost implication to the City.

Attachments: Resolution
 Related documents

November 12, 2016

CITY OF LAVON, TEXAS
RESOLUTION NO. 2016-11-06

Cancel Payment Services Agreement – Global Payments

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAVON, TEXAS AUTHORIZING THE CANCELLATION OF THE PAYMENT SERVICES AND INDEMNITY AGREEMENT ENTERED INTO BY AND BETWEEN GLOBAL PAYMENTS AND THE HERITAGE PUBLIC IMPROVEMENT DISTRICT (PID) #1.; AND PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAVON, TEXAS, THAT:

SECTION 1. The City Council does hereby cancel of the Payment Services and Indemnity Agreement entered into by and between Global Payments and the Heritage Public Improvement District (PID) #1.; and

SECTION 2. That this resolution shall take effect from and after the date of its passage.

DULY PASSED AND APPROVED by the City Council of the City of Lavon, Texas on the 15th day of November, 2016.

Charles A. Teske, Jr., Mayor

ATTEST:

Kim Dobbs
City Administrator | City Secretary



11500 Northwest Freeway | Suite 465 | Houston, Texas 77092 | Voice: 713-688-3855 | Fax: 713-688-3931

November 2, 2016

City of Lavon
Attn: Kim Dobbs
P.O. Box 340
Lavon, TX 75166

Re: Heritage P.I.D. #1
Account Cancellation & First Billing Forms

Dear Kim:

We have enclosed the Account Cancellation Request Form & First Billing Form to be signed by any board member. Please return back the signed & dated forms. We have enclosed a prepaid envelope for your convenience.

If more information is needed, please contact us at (713) 688-3855.

Sincerely,

Sylvia Arterburn
Deputy Tax A/C



9839 Whithorn Dr. Suite B
Houston, TX 77095

9/26/2016

Heritage PID #1
c/o Andy Messer, Attorney
PO Box 340
Lavon, TX 75166

RE: Payment Services and Indemnity Agreement entered into by and between Copperfield Systems, Inc. ("CSI"), a Texas corporation and Heritage PID #1 (the "District")

Gentlemen:

The District has executed a Merchant Application and Card Services Terms and Conditions and Addendum (collectively, the "Card Services Agreement") with Global Direct Payments, Inc., Global Payments Check Services, Inc., and HSBC Bank USA, N.A. to provide for credit/debit card processing, ACH transactions services, and related services in connection with payment by the District's customers of ad valorem tax bills issued by the District. Under the Card Services Agreement, the District has certain obligations regarding provision of the Services,

As part of its Payment Services for the District under the referenced agreement, CSI assumed certain of those obligations of District under the Card Services Agreement.

In the Addendum to Card Services Agreement which the District entered into with Global Direct Payments, Inc., Global Payments Check Services, Inc., and HSBC Bank USA, N.A. (as those parties are defined therein and collectively referred to as the "Global Parties"), the Global Parties agreed to collect fees, fines, and penalties owed by the District from CSI. (CSI collects convenience fees from customers who utilize the services.) Under the same Addendum to Card Services Agreement, Global Parties agreed to notify CSI of any changes of fees. The most recent communications to CSI (although not meeting the notice requirements and therefore not in compliance with the Addendum to Card Services Agreement) indicate that Global has implemented increases to existing fees and added new fees for each District prospectively. One of the new fees is an annual fee, in effect forcing CSI to prepay future costs where the reimbursements from convenience fees do not compensate for future costs already incurred. The increase in the fees charged by the Global Parties is so significant that the consequent cost of providing the Payment Services exceeds the income derived from the Payment Services.

After the initial three year term provided for in the referenced agreement, either party may terminate the referenced agreement by giving thirty days written notice to the other.

Accordingly, CSI hereby notifies the District of the termination of all Payment Services under the referenced agreement. The termination shall be effective on the date which is thirty days following the date of this letter.

Because CSI has assumed certain obligations under the Card Services Agreement, we ask that you forward to us any communications from the Global Parties including communications related payment of invoices from the Global Parties.

CSI would remind you that your agreement with the Global Parties provides that following your receipt of written notice of a proposed amendment or modification to the Card Services Agreement, including an amendment or modification to the rules and regulations of card associations and/or issuers which materially impact your rights and/or obligations under the Card Services Agreement, you shall have the right to terminate the Card Services Agreement (without penalty) by providing written notice of said termination, with such termination becoming effective thirty (30) days after the date of the written notice.

We appreciate the opportunity to provide services to Heritage PID #1 and hope that we will be able to continue to provide services in the future.

Copperfield Systems, Inc.

By: 

Robert Olson, President

ACCOUNT CANCELLATION REQUEST FORM

Your opinion is very important to Global Payments, and we welcome your candid response regarding our service. Please take a few moments to complete the below cancellation survey. Your response will help us determine which services and products are most valuable to our customers. In addition, it will assist us in improving the service we provide. We thank you for your business and hope to have the opportunity to work with you in the future. Your account will be cancelled within 7 to 10 business days upon receipt of this form.

Thank you for completing all areas

Date of Request: <u>10/4/16</u>	Merchant Number: <u>1679785310</u>
Requestor's Name: <u>JoAnn Ramos</u>	DBA Name: <u>Heritage PID 1 Tax Payment</u>
Phone Number: <u>(713) 688-3855</u>	Fax Number: <u>(713) 688-3931</u>

Reasons for Closing Account


- C1-Pricing Fees/Rates (Please explain in comment box.)
- C3-Change of bank (Please explain in comment box.)
- C4-Product
- C5-Business Sold
- C6-Business Closed
- C7-Service Related

Do you have other locations processing with Global Payments? Yes No

If yes, please provide merchant number(s): _____

Additional Comments:

The convenience fee is too high

Signature: _____	Phone Number: _____	
Print Name: _____	Title: _____	

- Form must be signed by owner, controller or corporate secretary.
- Your checking account should remain open as you will continue to be responsible for any final processing fees and chargebacks we may receive on your behalf.
- Please indicate if there is a change of address for future correspondence (e.g. final statements, retrieval/chargeback information) in the comment box.

Once you have completed and verified all data on this form please fax or mail to:

Global Payments
 10705 Red Run Boulevard
 Owings Mills, Maryland 21117
 Fax: 800-793-9823



CITY OF LAVON CITY COUNCIL Agenda Brief

MEETING: November 15, 2016

ITEM: 11-F

Item:

Discussion and action regarding Resolution No. 2016-11-07 authorizing the Mayor to execute a Payment Services Agreement by and between First Billing Services, L.L.C. and the Heritage Public Improvement District (PID) #1.

Background:

As a result of a change in the business organization of Copperfield Systems, Inc. the current provider of credit card payments of the Heritage Public Improvement District (PID) #1, Utility Tax Service, LLC has submitted documents to cancel the current payment services agreement with Copperfield. Utility Tax Service, LLC has also submitted documents for transferring the services to another provider at a lower cost to the customers.

Financial Implications:

There is no cost implication to the City.

Attachments: Resolution
Related documents

November 12, 2016

CITY OF LAVON, TEXAS
RESOLUTION NO. 2016-11-07

Payment Services Agreement – First Billing Services, LLC

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAVON, TEXAS AUTHORIZING THE MAYOR TO EXECUTE A PAYMENT SERVICES AGREEMENT BY AND BETWEEN FIRST BILLING SERVICES, L.L.C. AND THE HERITAGE PUBLIC IMPROVEMENT DISTRICT (PID) #1; AND PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAVON, TEXAS, THAT:

SECTION 1. The City Council does hereby authorize the Mayor to execute a Payment Services Agreement by and between First Billing Services, L.L.C. and the Heritage Public Improvement District (PID) #1.; and

SECTION 2. That this resolution shall take effect from and after the date of its passage.

DULY PASSED AND APPROVED by the City Council of the City of Lavon, Texas on the 15th day of November, 2016.

Charles A. Teske, Jr., Mayor

ATTEST:

Kim Dobbs
City Administrator | City Secretary



PAYMENT SERVICES AGREEMENT

This Payment Services Agreement (“Services Agreement”) is entered into by and between First Mobile Trust, LLC, an Ohio limited liability company and subsidiary of First Billing Services, LLC (“First Billing”) and Heritage Public Improvement District No. 1 (“UTS Client”) on _____, _____ 2016 (the “Effective Date”).

WHEREAS, on October 3rd, 2016, First Billing entered into a Master Services Agreement (the “Master Agreement”) with Utility Tax Service, LLC. (“UTS”) to provide electronic bill payment services to UTS Client;

WHEREAS, in order for First Billing to provide payment services to UTS Client, First Billing will provide UTS Client with a separate and distinct Merchant Identification Number and UTS will provide First Billing with UTS Client’s bank account and routing numbers for deposit transactions; and

NOW THEREFORE, First Billing and UTS Client agree to take the following actions and to cooperate in providing each other with the following information.

1. **Merchant Account.** First Billing will provide UTS Client with a separate and unique merchant account from First Billing’s authorized processor for processing and settlement of debit, credit card and eCheck transactions and deposits. First Mobile Trust, LLC understands and authorizes UTS Client to initiate e-check only and only upon written instruction from UTS will First Billing begin to offer debit/credit transactions pursuant to the terms and conditions of this Services Agreement.

2. **Bank Account and Routing Numbers.** In order for First Billing to provide UTS Client with payment services, UTS will provide First Billing with UTS Client’s bank account and routing numbers for deposits.

3. **Card Authorization.** For authorization purposes, First Billing will electronically transmit all electronic transactions to First Billing’s authorized processor, in real time as the transactions occur.

4. **Settlement of Funds.** First Billing, together with its authorized payment processor, shall forward the payment amounts received from UTS Client’s customers to the appropriate card organizations for settlement directly to UTS Client’s depository bank account(s) designated by

UTS Client. First Billing agrees that all such monies shall be deposited in the named account without set-off, counterclaim, abatement, suspension or diminution.

5. **Reversed or Chargeback Transactions.** With respect to all reversed or chargeback transactions, UTS Client authorizes First Billing and its authorized processor (and/or the respective card organization) to debit the UTS Client bank account for the payment amount and the chargeback fee. First Billing shall credit back to the user the corresponding First Billing convenience fee, including any UTS Client challenge approved by the card organization.

6. **Independent Contractor Relationship.** First Billing is an independent contractor as to UTS Client and is solely responsible for its acts and omissions, including the acts and omissions of its contractors, subcontractors, officers, agents, directors and employees.

7. **Compliance with Laws.** First Billing shall fully comply with all applicable laws, statutes, rules, regulations and codes (collectively, "Applicable Law") in performing under this Agreement and UTS Client shall in no way be liable for First Billing's failure to do so. UTS Client is not charged with or responsible for knowledge of or compliance with any Applicable Law.

8. **INDEMNIFICATION BY FIRST BILLING.** To the fullest extent allowed by law, First Billing, for itself and its successors and assigns, agrees to defend, indemnify and hold harmless UTS Client and its directors, officers, employees, representatives and/or agents ("UTS Client Indemnified Parties") from and against any and all claims, liabilities, demands, injuries, actions, judgments, suits, costs, fees, attorney's fees, collection costs, court costs, expenses, losses, and damages of any and every kind and character, whether in contract, tort or otherwise, arising out of, resulting from or attributed to, directly or indirectly, First Billing's performance or failure to perform under this Agreement, including the performance or failure to perform of its employees, agents, representatives, contractors or subcontractors, and/or to its or its employees', agents', representatives', contractors' or subcontractors' performance or failure to perform under First Billing's Master Services Agreement with UTS. Such indemnity shall include willful, intentional, reckless or negligent (whether active, passive or gross) acts and omissions, even if not specifically enumerated in the referenced agreements. Provided, however, First Billing shall not be required to indemnify the UTS Client Indemnified Parties for claims and/or demands arising directly and proximately from the UTS Client Indemnified Parties' gross negligence or intentional misconduct.

9. **Term and Termination.** The Services Agreement shall begin on the Effective Date and shall continue until earlier terminated by: (i) the termination of the Master Agreement; (ii) UTS Client terminating its agreement with Utility Tax Service, LLC.; or (iii) either First Billing or UTS Client providing sixty (60) days' written notice of its desire to terminate this Services Agreement. UTS Client will not be charged any fees associated with termination of the Services Agreement and can terminate with sixty (60) days' written notice, with or without cause.

10. **Miscellaneous.** This Services Agreement shall be governed and construed by the laws of the State of Texas. This Services Agreement represents the entire understanding between the parties hereto with respect to its subject matter and supersedes all other written or oral

agreements heretofore made by or on behalf of First Billing or UTS Client with respect to the subject matter hereof and may be changed only by agreements in writing signed by the authorized representatives or parties. This Agreement may be executed in one or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same agreement. This Agreement may be executed and transmitted by facsimile, or electronic mail with such facsimile or electronic email signatures fully binding and deemed an original.

IN WITNESS WHEREOF, First Billing and UTS Client have executed this Services Agreement as of the Effective Date.

FIRST MOBILE TRUST, LLC

Heritage Public Improvement District No. 1

By: _____

By: _____

Name: _____

Name: _____

Its: _____

Its: _____