



AGENDA
JANUARY 17, 2017
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. PRESENTATIONS**
 - a. Recognition of Madu Kanduru
 - b. Presentation by Angela Richardson Woods, Community Program Specialist, McKinney Area Office, Rural Development, United States Department of Agriculture
- 4. 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

Citizens who wish to speak may discuss matters not on the agenda. No formal action may be taken regarding the comments.
- 5. ITEMS OF INTEREST/COMMUNICATIONS**

Members have the opportunity to notify others of community events, functions and other activities.
- 6. CONSENT AGENDA**

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

 - A.** Approve the Minutes of the January 3, 2017 Meeting.
 - B.** Accept the Heritage Public Improvement District #1 Assessment Report Summary dated 12/31/16 and authorize the payment of invoices included therein.
- 7. DISCUSSION**
 - A.** Discussion regarding resident request for an amendment to Ordinance No. **2016-08-07** regarding a waiver of mandatory participation or an “opt-out rate” in the City’s garbage utility service.
 - B.** Discussion regarding partnership opportunities with the City of Nevada relating to public safety.
 - C.** Discussion regarding partnership opportunities and a possible development agreement to facilitate road construction and fire safety services with Bloomfield Homes, L.P.
 - D.** Discussion regarding a May 2017 Special Election and/or November 2017 Regular Election.
 - Street Maintenance Sales Tax Enhancement
 - Bond Referendum for Park Construction

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

8. ITEMS FOR CONSIDERATION

- A. Discussion and action regarding the first reading of Resolution No. 2017-01-03 authorizing the Lavon Economic Development Corporation to expend funds for an incentive to Exint Inc., 4812 Rancho del Norte Trail, McKinney, TX 75075 for up to 50% of the cost of constructing a sanitary sewer line from main street to a proposed retail center facing Lake Road, such incentive to not exceed \$21,500.00.
- B. Discussion and action regarding Resolution No. 2017-01-04 authorizing the Mayor to execute a Chapter 380 Grant Agreement with Bloomfield Homes, LP to encourage and induce the generation of local use taxes.
- C. Discussion and action regarding Resolution No. 2017-01-05 authorizing the submission of an application to the Texas Department of Agriculture for funding through the Texas Community Development Block Grant Program (TxCDBG) and designating the Mayor to act as the City's Executive Officer and Authorized Representative for all matters pertaining to the application and committing local match.
- D. Discussion and action regarding an extension of the period for employees to utilize annual accrued personal leave time for calendar year 2016 from March 1, 2017 to April 1, 2017.
- E. Discussion and action regarding a proposal for redesign of and related services pertaining to the City website submitted by Whitney Solutions, L.L.C.
- F. Discussion and action to honor and appoint volunteer Charles Allen as the Lavon Film Friendly Coordinator.
- G. Discussion and action regarding board and commission appointments – Planning & Zoning Commission, Lavon Reinvestment Zone #1 (TIF) Board of Directors and Parks & Recreation Board.

9. STAFF REPORTS

The City Council may receive and discuss the reports.

- A. Police Department – Chief Jones to report on Police Department statistics for November 2015 through December 2016 and the status and need related to the P25 phase 2 radios.
- B. Fire Department – Director Jon Scott to report on: 1) Siren Status/Test Date; 2) Tahoe Build status; and 3) NVFD Year-end statistics.
- C. Public Works Department – Director Sonny Mancias to report on: 1) Maintenance and repair work on the Orbit lift station; 2) Preventive maintenance on the Orbit lift station; 3) Clean up at the outfall of the detention pond behind the Elementary School and head walls; 4) Replaced speed limit sign in Big Grand Heritage; and 5) ongoing I&I efforts.
- H. Administration – Financial Outlook; Items submitted for Council information: November 2016 Monthly Tax Collection Report, November 2016 Recycling Services summary, NeSmith Elementary Note of Appreciation, Texas Municipal League training conference, Insurance Services Office correspondence.

10. 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:

- §551.071 (2) Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter:
 - Sewer utility Certificates of Convenience and Necessity (CCNs) in the corporate limits and extraterritorial jurisdiction
 - Docket No. 46341 filed with the Public Utility Commission of Texas
- §551.074 (1) Personnel matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Planning & Zoning Commission and Lavon Reinvestment Zone #1 (TIF) Board of Directors.

11. RECONVENE INTO REGULAR SESSION

In accordance with Texas Government Code, Section 551.001, et seq., the City Council will reconvene into Regular Session to discuss and take any action regarding the executive session item(s).

12. 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.

- February 7, 2017 Joint Meeting with Community Independent School District Board

13. 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 6:00 PM on January 13, 2017.



Kim Dobbs, City Administrator | City Secretary

Removed from posting: _____

signed _____



Presented to

Madhusudan Kanduru



In appreciation for
your volunteerism and good
will in helping to facilitate the
completion of Lavon's first
Outdoor Storm Warning System.

January 2017

Kim Dobbs

From: Richardson, Angela - RD, McKinney, TX <Angela.Richardson@tx.usda.gov>
Sent: Tuesday, January 10, 2017 2:31 PM
To: Kim Dobbs
Subject: USDA - Rural Development
Attachments: TX_ProgramSummary2015.pdf

Thank you Kim for your time below is my contact information and title. Attached is our latest Program Summary for all of our USDA programs I look forward to meeting you and introducing myself and our programs to the City Council.

Thank you if you have any other questions please let me know.

Angela M. Richardson Woods
Community Program Specialist | McKinney Area Office
Rural Development
United States Department of Agriculture
1404 N. McDonald Rd, Suite 300, McKinney, Tx 75071
Phone: (972) 542-0081 x 115 | Fax:(844) 496-8032
www.rurdev.usda.gov | “Committed to the future of rural communities”

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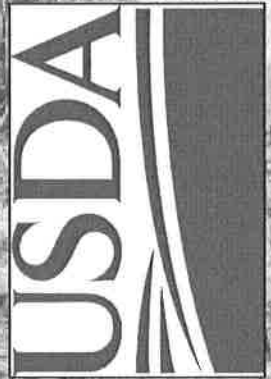


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Working for Rural Communities Program Guide for Texas

www.rd.usda.gov/tx



Business, Energy & Cooperative Programs

Program	Objective	Applicant	Uses	Eligible Area	Terms/Conditions
Business and Industry Program loan guarantees	Create jobs and stimulate rural economies by providing financial backing for rural businesses.	USDA approved lenders on behalf of their qualified rural business borrowers.	Most legal business purposes except production agriculture. Include acquisition, start-up and expansion of businesses that create rural jobs.	Any area except cities with populations over 50,000 or the adjacent urbanized area.	Lender and borrower negotiate terms. Interest rate tied to published rate that may change no more often than quarterly.
Rural Business Development Program grants	Finance and facilitate the development of small and emerging private business enterprises. Finance technical assistance for business development planning in rural areas.	Public bodies, private non-profits, and recognized tribes.	Buy and develop land, establish revolving loan funds, construct buildings, plants, equipment, access streets and roads, parking areas, utility and service extensions, technical assistance and rural distance learning networks.	Any area except cities with populations over 50,000 or the adjacent urbanized area.	When grant funds are used for revolving loan fund (RLF), the intermediary makes loans to businesses from its RLF on terms consistent with security offered. Grants are awarded on a competitive basis.
Intermediary Relending Program loans	Finance business facilities and community development projects in rural areas.	Public bodies, non-profits, recognized tribes, and cooperatives.	Community development projects, establishment or expansion of businesses, creation or saving of rural jobs.	Any area except cities with populations over 50,000 or the adjacent urbanized area.	The intermediary makes loans to businesses from its revolving loan fund on terms consistent with security offered. Intermediary pays 1 percent for 30 years. Loans are awarded on a competitive basis.
Rural Economic Development Program loans & grants	Finance economic development and job creation in rural areas.	Electric and telephone utilities eligible for financing from the Rural Utilities Service.	Feasibility studies; business startup or expansion costs; business incubators; revolving loan funds and community facilities.	Any area except cities with populations over 50,000 or the adjacent urbanized area.	The intermediary (electric or telephone cooperatives) makes loans to profit or non-profit business and public bodies for rural economic development and/or job creation projects. Loans are 0 percent for 10 years.
Rural Cooperative Development Program grants	Establish and operate centers for cooperative development to improve the economic condition in rural. Improve operations of existing coops.	Non-profit corporations and institutions of higher education.	To conduct feasibility studies, business plans, and applied research as well as provide training and other technical assistance to new and existing cooperatives and businesses.	Any area except cities with populations over 50,000 or the adjacent urbanized area.	Applicants must meet specific selection criteria including a minimum 25 percent fund match. Grants are awarded on a competitive basis.
Value-Added Agricultural Product Market Development Program grants	Assist independent agricultural producers to enter into activities that add value to their commodities.	Independent producers; farmer and rancher cooperatives, and majority-controlled producer-based business ventures.	Planning purposes such as conducting feasibility studies or business plans; or as working capital to help the operations cost of an agricultural business.	No population restriction.	Grants are awarded on a competitive basis. Funds cannot be used to build facilities or purchase equipment. Funds must be matched on a dollar-for-dollar basis.
Small Socially Disadvantaged Producer Program grants	Provide technical assistance to small, minority owned producers.	Coops or associations with a primary focus on providing assistance to small, minority producers. Governing board and/or membership must be at least 75% recognized minorities.	Technical assistance for market research and product/service improvement; legal assistance; feasibility study; business/marketing plans; and training.	Any area except cities with populations over 50,000 or the adjacent urbanized area.	Funds are to be used only for Technical Assistance. No match requirements.
Renewable Energy For America Program (REAP) loans & grants	Finance the purchase of renewable energy systems or to make energy efficiency improvements.	Agricultural producers and rural small businesses. Electric utility that provides service to rural consumers under certain conditions. NOTE- Urban agricultural producers may also be eligible.	Post application construction or improvements, purchase and installation of equipment, energy audits, permit fees, professional service fees, business plans.	Any area except cities with populations over 50,000 or the adjacent urbanized area.	Grant cannot exceed 25% eligible project costs or \$250,000 for Energy Efficiency and \$500,000 for Renewable Energy. Loans cannot exceed 75% of total eligible costs. Grants are awarded on a competitive basis.
Biomass Research and Development Initiative Program grants	Finance the research and development of biomass based products, bioenergy, biofuels, and related processes.	Institutions of higher education, national laboratories, Federal or state research agencies, private sector entities, and non-profit organizations.	Research and development of biomass based products; bioenergy, biofuels, and related processes.	No population restriction.	A minimum of 20% cost sharing requirements apply, and may be up to 50% depending on nature of project. Cost share must come from non-Federal sources.

For loan guarantees - ask your lender to contact Rural Development. For all other loan and grant programs - contact the local USDA Rural Development Office that serves your community. Information is subject to change, please call your local area office for the most up-to-date eligibility requirements.

Rural Housing Programs

Program	Objective	Applicant	Uses	Eligible Area	Terms/Conditions
Single Family Homes (Section 502) direct loans	Safe, well-built, affordable homes for rural Americans. For very low and low income households or applicants.	Families and individuals. For low and very low income applicants.	Buy, build, improve, repair or rehabilitate rural home as the applicant's permanent residence.	Rural areas with populations up to 10,000 if located in a metropolitan statistical (MSA) area or up to 20,000 if not in a MSA.	Up to 100% of market value or cost, whichever is less. Loan amortized for 33/38 years. Applicant may be eligible for payment assistance (subsidy) on the loan.
Single Family Homes (Section 502 Loan Guarantee) loan guarantees	Assist eligible applicants in buying their homes by guaranteeing loans made by private lenders.	USDA Approved Lenders on behalf of their qualified home loan borrowers. For very low, low and moderate income applicants.	Purchase new or existing home to be used as the applicant's permanent residence.	Rural areas with populations up to 10,000 if located in a metropolitan statistical (MSA) area or up to 20,000 if not in a MSA.	30 year, fixed rate. Maximum interest rate based on Freddie Mae's 90 day delivery rate. Loans to 100% of market value plus guarantee fee.
Single Family Home Repairs (Section 504) direct loans and grants	To help very-low-income applicants remove health and safety hazards or to repair their homes.	Families and individuals who currently own their home. Grants available only to very low income applicants 62 years or older who cannot afford to pay 1% loan.	Repair or replace roof, winterizing, purchase or repair of heating system, structural repair, and water and sewage connect fees, and similar uses.	Rural areas with populations up to 10,000 if located in a metropolitan statistical (MSA) area or up to 20,000 if not in a MSA.	Loan terms to 20 years at 1%. Assistance to individual may not exceed \$7,500. Grants only available to very-low income applicants 62 years or older who cannot afford to pay 1% loan.
Mutual Self-Help Housing (Section 502) direct loans	Individual homes built by a group of applicants, with construction guidance from a non-profit organization.	Families and individuals. Apply to Rural Development. Loan applications are processed on an individual basis for each participating family.	Construction of a new home, in part by the applicant under supervision.	Rural areas with populations up to 10,000 if located in a metropolitan statistical (MSA) area or up to 20,000 if not in a MSA.	Individual families receive a direct loan from Rural Development. Participating non-profit housing organization gets a grant to hire a supervisor and pay other administrative expenses.
Mutual Self-Help Housing (Section 523) grants	Assist lower income families in building their own homes. Owner's equity is achieved through "sweat equity" in construction of dwelling.	Non-profits and public bodies.	Technical assistance to qualify and supervise small groups of families to build each other's homes.	Rural areas with populations up to 10,000 if located in a metropolitan statistical (MSA) area or up to 20,000 if not in a MSA.	Grant agreement.
Multi-Family Rental Housing (Sections 515) direct loans	Safe, well-built, affordable rental housing for very-low and low income individuals and families.	Individuals, limited profit and non-profit organizations.	New construction and rehabilitation of existing multi-family rental housing in qualified rural areas.	Rural areas with populations up to 10,000 if located in a metropolitan statistical (MSA) area or up to 20,000 if not in a MSA.	Up to 100% of total development cost (non-profits); 97% (for-profits). 30-year term with up to 50 year amortization. For for-profit organizations with Low-Income Housing Tax Credits, 95% of total development costs.
Multi-Family Rental Housing (Section 538) loan guarantees	Safe, well-built, affordable rental housing for low to moderate income individuals and families.	Individuals, partnerships, limited liability companies, trusts, state and local agencies and recognized tribes.	New construction, permanent loan or substantial rehabilitation of multi-family rental housing in qualified rural areas.	Rural areas with populations up to 10,000 if located in a metropolitan statistical (MSA) area or up to 20,000 if not in a MSA.	Up to 90% loan to value of loans made to for-profit entities, and up to 97% loan to value to loans made to non-profit entities. Repayment terms are 25 to 40 year amortization. Annual guaranteed fee may be applicable.
Housing Preservation Grants (Section 533) grants	Repair and rehabilitate housing owned or occupied by very-low and low-income rural families.	Public bodies and non-profit organizations that provide assistance to low to moderate income families or individuals.	Operation of a program which finances repair and rehabilitation activities for single family and small rental properties.	Rural areas with populations up to 10,000 if located in a metropolitan statistical (MSA) area or up to 20,000 if not in a MSA.	Grant agreement.
Farm Labor Housing (Sections 514 & 516) direct loans and grants	Safe, well-built affordable rental housing for farm workers and their families.	Individuals, public and private non-profit organizations.	New construction or substantial rehabilitation of rental housing for farm workers and their families.	Rural areas with populations up to 10,000 if located in a metropolitan statistical (MSA) area or up to 20,000 if not in a MSA.	Up to 102% of total development cost. Up to 33 years to repay at 1% interest.

For loan guarantees, call your lender to contact Rural Development. For all other loan and grant programs contact the local USDA Rural Development Office that serves your community. Information is subject to change, please call your local area office for the most up-to-date eligibility requirements.

Rural Utilities and Community Programs

Program	Objective	Applicant	Uses	Eligible Area	Terms/Conditions
Water and Waste Disposal Program direct loans & grants	Finance water and waste disposal in rural areas to the most financially in need, resulting in reasonable user fees.	Public entities, recognized tribes, and non-profit corporations.	Build, repair, and improve public water systems, and waste collection and treatment systems and other related costs.	Rural areas, cities, and towns with a population up to 10,000.	Interest rates are set quarterly based on an index of current market yields for municipal obligations. Repayment period is a maximum of 40 years. Private lenders obtain up to a 90% guarantee on loans they make and service.
Water and Waste Disposal Program loan guarantees	Provide loan guarantees to lenders serving financially needy applicants.	USDA Approved Lenders on behalf of public entities, recognized tribes, and non-profits.	Construct, repair, modify, expand, improve water supply and distribution systems, and waste collection and treatment systems.	Rural areas, cities, and towns with a population up to 10,000.	Grants up to \$500,000 to alleviate significant decline in quality or quantity of water. Grants up to \$150,000 for repairs or partial replacement on an established system to remedy an acute shortage or decline in quality or quantity of water.
Emergency and Imminent Community Water Assistance Grant ECWAG	Assist areas that have experienced a significant decline in the quantity or quality of water.	Public entities, recognized tribes, and non-profit corporations.	Construct, repair or extend new waterlines, and new water sources such as wells, reservoirs and transmission lines.	Rural areas, cities and towns with a population up to 10,000. Priority to areas under 1,500 in population and a MHI of less than 70% of the state nonmetropolitan median household income.	
Special Evaluation Assistance for Rural Communities and Household Grant SEARCH	Provide financial assistance to the neediest, eligible communities who lack the financial resources to pay for feasibility studies, design assistance and technical assistance.	Public entities, recognized tribes and non-profit corporations.	Pay for eligible predevelopment planning costs such as feasibility studies, preliminary design assistance, and technical assistance for the purpose of constructing, enlarging, extending, or otherwise improving rural water, sanitary sewage, solid waste disposal and storm wastewater disposal facilities.	Any financially distressed area not in a city or town with a population of 2,500 or fewer, according to the latest decennial census of the United States. An area is considered financially distressed if the median household income of the area to be served is either below the poverty line or below 80% of the statewide non-metropolitan median household income based on available historic statistical information from the latest decennial census.	Grants may fund up to 100% of the eligible costs, not to exceed \$30,000.
Predevelopment Planning Grant PPG	Provide financial assistance to pay for costs associated with developing a complete application for a proposed project.	Public entities, recognized tribes, and non-profit corporations.	Pay for the predevelopment costs of necessary expenses to be incurred to develop a complete application as described in Part 1780.33 of RUS Instruction 1780 and is limited to eligible grant purposes as described in Part 1780.9 (c) of RUS Instruction 1780.	Rural areas, cities, and towns with a population up to 10,000. Priority to areas under 1,500 in population and a MHI of less than 70% of the state nonmetropolitan median household income.	Grants can be made up to \$25,000 or 75% of the project costs, whichever is less. Funding for the balance of the eligible projects costs not funded by PPG must be from applicant resources or funds from other sources. PPG funds cannot be used to pay for work already completed. Grants are limited to projects the Agency expects to fund soon after the application is submitted.

Rural Utilities and Community Programs (Continued)

Program	Objective	Applicant	Uses	Eligible Area	Terms/Conditions
Solid Waste Management Programs grants	Provide technical assistance and/or training to help communities reduce/eliminate water pollution, and improve planning and management of solid waste sites.	Non-profit organizations and public bodies.	Provide technical assistance and training to reduce pollution of water resources and improve management of solid waste facilities.	Rural areas, cities, and towns with a population up to 10,000.	Projects are funded based on selection at the National level. Applications are accepted from 10/1 to 12/31 of each year.
Rural Broadband Program direct loans & loan guarantees	The deployment of broadband service to eligible rural communities.	Legally organized entities providing or proposing to provide broadband service in eligible rural communities.	Construction, acquisition, and improvement of broadband transmission facilities and equipment, land and buildings used in providing broadband service, and the refinancing of Telecommunications Program debt.	Eligible rural communities with a population of 20,000 or less.	Interest rate set at US Treasury rate for a period equal to expected composite economic life of assets financed. Guaranteed may be provided up to 80% of principal.
Electric and Telecommunications Program direct loans & loan guarantees	Provide financial aid through direct and guaranteed loans for electric and telecommunications services.	For profit entities, non-profit and cooperative associations, public bodies, and other utilities.	Generation, bulk transmission facilities, and power distribution. Enhance 911 service, digital switching, fiber optics, traditional telecommunications and broadband.	Electric: Rural areas as defined by the U.S. Census. Telecommunication: Rural areas with populations of 5,000 or less.	Interest rates are established in accordance with 7 CFR 1745.
Distance Learning and Telemedicine Program direct loans & grants	Development and deployment of advanced telecommunication services throughout rural America to improve education and health care.	Incorporated entities, including municipal corporations, on a for profit or not-for-profit basis, that operate rural schools, libraries, health care clinics and other organizations that operate educational or health care facilities.	Equipment for classrooms, cameras, video monitors, computers, and LAN. Also for physician consultation, radiology, x-ray scanners, and digital microscopes.	Rural areas with populations of 20,000 or less.	Matching funds are required.
Technical Assistance and Training Program grants	Identify/evaluate solutions to water and waste disposal issues. Assist applicants with applications for USDA water/wastewater programs. Improve operation and maintenance of existing water and waste disposal systems.	Non-profit organizations.	Provide technical assistance to qualified water and waste disposal utilities serving rural areas.	Rural areas, cities and towns with a population of up to 10,000.	Applications are accepted from October 1 to December 31 of each year.
Rural Community Development Initiative (RCDI) Grants	Assists organizations that provide technical assistance to other organizations to improve their ability to undertake housing, and community or economic development projects in rural areas.	Public or private organizations, including recognized tribes, which have been organized at least 3 years and have experience working with eligible recipients.	Recipient provides technical assistance to organizations serving qualified rural areas.	Rural area, city and towns with population not exceeding 50,000 including urbanized areas.	Matching funds required.
Community Facilities Program direct loans, loan guarantees & grants	Provide essential community facilities for rural communities. Faith-based and community organizations and First Responders are encouraged to apply.	Public bodies, non-profit organizations, and recognized tribes. USDA Approved Lenders may apply for loan-guarantees on behalf of the above entities.	Build facilities and purchase equipment for fire and rescue, early warning systems, police stations, health clinics, schools, libraries, hospitals, etc.	Rural areas, cities and towns with populations of 20,000 or less.	Up to 100% of market value. Up to 40 years or life of security. Grant funds are limited.

For loan guarantees – ask your lender to contact Rural Development. For all other loan and grant programs – contact the local USDA Rural Development Office that serves your community. Information is subject to change, please call your local area office for the most up-to-date eligibility requirements.

USDA Texas Rural Development Offices

Area 1

Lubbock Area Office

6113 - 43rd Street, Suite B
Lubbock, TX 79407

Phone: (806) 785-5644, Ext. 4

Amarillo Area Office

6565 Amarillo Blvd West, Suite C
Amarillo, TX 79106

Phone: (806) 468-8600, Ext. 4

Area 2

Georgetown Area Office

505 West University Ave, Suite G
Georgetown, TX 78626

Phone: (512) 863-6502, Ext. 4

Edna Area Office

700 North Wells, Room 204
Edna, TX 77957

Phone: (361) 782-7151, Ext. 4

Area 3

McKinney Area Office

1400 N. McDonald, Suite 300
McKinney, TX 75071

Phone: (972) 542-0081, Ext. 4

Decatur Area Office

1604 West Business 380, Suite 100
Decatur, TX 76234

Phone: (940) 627-3531, Ext. 4

Area 4

Mount Pleasant Area Office

1809 W. Ferguson Road, Suite E
Mount Pleasant, TX 75455

Phone: (903) 572-5411, Ext. 4

Area 7

Seguin Area Office

3251 North Highway 123 Bypass
Seguin, TX 78155

Phone: (830) 372-1043, Ext. 4

Fredericksburg Area Office

1906 North Llano, Room 102
Fredericksburg, TX 78624

Phone: (830) 997-8902, Ext. 4

Uvalde Area Office

101 Weeping Willow
Uvalde, TX 78801

Phone: (830) 278-9503, Ext. 4

Area 8

Alice Area Office

2287 North Texas Blvd, Suite 1
Alice, TX 78332

Phone: (361) 668-0453, Ext. 4

Edinburg Area Office

2514 South Veterans Blvd, Ste 4
Edinburg, TX 78539

Phone: (956) 383-4928, Ext. 4

Hebbronville Area Office

1700 North Smith Street, Ste A
Hebbronville, TX 78361

Phone: (361) 527-3253, Ext. 4

Area 9

Fort Stockton Area Office

2306 West Dickinson Blvd, Ste 2
Fort Stockton, TX 79735

Phone: (432) 336-7585, Ext. 4

El Paso Area Office

11940 Don Haskins Drive, Ste E1
El Paso, TX 79936

Phone: (915) 855-1229, Ext. 4

Area 10

Abilene Area Office

4400 Buffalo Gap Road, Ste 4150
Abilene, TX 79606

Phone: (325) 690-6162, Ext. 4

Brownwood Area Office

2608 Hwy 377 South, Ste A
Brownwood, TX 76801

Phone: (325) 643-1585, Ext. 4

Ozona Area Office

Post Office Box 1149
201 E 11th Street
Ozona, TX 76943

Phone: (325) 392-2301, Ext. 4

Texas State Office

101 South Main Street,
Suite 102

Temple, TX 76501

Phone: (254) 742-9700

Fax: (254) 742-9709

TDD: (254) 742-9712

Website:

www.rd.usda.gov/tx



Minutes
January 3, 2017
City of Lavon City Council
Lavon City Hall, 120 School Rd., Lavon, TX
Regular Meeting

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

ATTENDING: CHUCK TESKE, MAYOR
VICKI SANSON, PLACE 1
DONNIE SPRADLIN, PLACE 2
KAY WRIGHT, PLACE 3
MATT CHILDERS, MAYOR PRO TEM, PLACE 4
MINDI SERKLAND, PLACE 5

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

3. PRESENTATIONS

Former Council Member Jason Kidd was unable to attend the meeting to be recognized.

4. CITIZENS COMMENTS

There were none.

5. ITEMS OF INTEREST/CITY COUNCIL COMMUNICATIONS

Council member Serkland expressed appreciation for employee Rae Norton and commended Ms. Norton's assistance in managing the Community Center and specifically for her assistance with the Cub Scouts. Mayor Teske expressed appreciation for all who contributed to the success of the Christmas party.

6. 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 15, 2016 Meeting.

B. Approve the Minutes of the December 6, 2016 Meeting

C. Approve an Official Map of the City.

D. Accept the Heritage Public Improvements District #1 Assessment Report Summary dated 11.30.2016 and authorize the payment of invoices included therein.

MOTION: APPROVE THE CONSENT AGENDA AS PRESENTED.

MOTION MADE: CHILDERS

SECONDED: SPRADLIN

APPROVED: UNANIMOUS

7. PUBLIC HEARING

Regarding the application submission to the Texas Department of Agriculture in conjunction with the 2017/2018 Texas Community Development Block Grant Program.

Mayor Teske opened the public hearing at 7:05 p.m. Ms. Dobbs reported that the notices were published in the Wylie Newspaper, posted at City Hall in two places, on the City of Lavon website in two places, on the City's Facebook page as well as posted at Mo's and the Lavon Post Office. Mayor Teske opened the floor to comment in favor of or in opposition to the request. There being none, Mayor Teske closed the public hearing at 7:06 p.m.

8. DISCUSSION AND ACTION

A. Discussion and action regarding the Site Plan for Domino's Pizza Building on Lot 6R-3, Block A, Lavon Business Park Addition (Collin CAD# 27181720) generally located southeast of the intersection of Highway 78 and Lake Road requested by Heng Li, President, Exint, Inc.

Ms. Dobbs reported that the Planning and Zoning Commission approved the site plan subject to the approval by the Texas Department of Transportation, City Engineer, Public Works Director and Bear Creek Special Utility District (SUD). Heng Li reported that the building will be approx. 9200 sq ft. Dominos will occupy 2000 sq. ft, another 2000 sq. ft. designated for another restaurant as well space for other rentals.

MOTION: APPROVE THE SITE PLAN FOR DOMINO'S PIZZA BUILDING ON LOT 6R-3 BLOCK A, LAVON BUSINESS PARK ADDITION (COLLIN CAD#27181720) GENERALLY LOCATED SOUTHEAST OF INTERSECTION OF HIGHWAY 78 AND LAKE ROAD SUBJECT TO APPROVAL BY THE TEXAS DEPARTMENT OF TRANSPORTATION, CITY ENGINEER, PUBLIC WORKS DIRECTOR AND BEAR CREEK SUD.

MOTION MADE: SPRADLIN
SECONDED: SANSON
APPROVED: UNANIMOUS

B. Discussion and action regarding Resolution No. 2017-01-01 designating authorized signatories for all bank accounts and providing an effective date.

MOTION: APPROVE RESOLUTION NO. 2017-01-01 DESIGNATING AUTHORIZED SIGNATORIES FOR ALL BANK ACCOUNTS AND PROVIDING AN EFFECTIVE DATE.

MOTION MADE: SERKLAND
SECONDED: WRIGHT
APPROVED: UNANIMOUS

C. Discussion and action regarding acceptance of the recommendations of the Selection Committee for the award of contracts for administration services to Amazing Grants, Inc. and engineering services to Freeman-Millican, Inc. for the City's anticipated 2017/18 TxCDBG application/project, and authorizing the Selection Committee to negotiate contracts, as applicable.

MOTION: ACCEPT THE RECOMMENDATIONS OF THE SELECTION COMMITTEE FOR THE AWARD OF CONTRACTS FOR ADMINISTRATION SERVICES TO AMAZING GRANTS, INC. AND ENGINEERING SERVICES TO FREEMAN-MILLICAN, INC. FOR THE CITY'S ANTICIPATED 2017/18 TXCDBG APPLICATION/PROJECT, AND AUTHORIZE THE SELECTION COMMITTEE TO NEGOTIATE CONTRACTS, AS APPLICABLE

MOTION MADE: SPRADLIN
SECONDED: SANSON
APPROVED: UNANIMOUS

D. Discussion and action regarding North Texas Municipal Water District recommendations and planning efforts relating to the City sanitary sewer system.

Ms. Dobbs provided background information and described the planning meetings that the City staff has had with North Texas Municipal Water District (NTMWD). Jenna Covington, P.E., Assistant Deputy Director, Wastewater, NTMWD answered questions from the Council regarding capacity and the permitting process for a wastewater treatment plant expansion.

MOTION: AUTHORIZE THE CITY STAFF TO MOVE FORWARD WITH NTMWD WITH REGARD TO PLANNING EFFORTS RELATING TO SANITARY SEWER CAPACITY AND TREATMENT AND THE APPLICATION PROCESS TO EXPAND THE PLANT'S PERMITTED CAPACITY.

MOTION MADE: CHILDERS
SECONDED: SERKLAND
APPROVED: UNANIMOUS

E. Discussion and action regarding a request from the developer for city participation in funding road reconstruction improvements on Geren Rd. – requested by Bloomfield Homes LP.

Ms. Dobbs provided information relating to a preliminary request from Bloomfield Homes, L.P. for city participation in road improvements on new Geren Road. Ms. Dobbs advised that the developer had not yet provided the cost estimates and the item could be deferred to the next meeting. No action was taken.

F. Discussion and action regarding board and commission appointments – Planning & Zoning Commission, Lavon Reinvestment Zone #1 (TIF) Board of Directors and Parks & Recreation Board.

No action was taken.

9. EXECUTIVE SESSION

At 7:26 p.m., the Mayor recessed the meeting to go into Executive Session (closed meeting) to discuss the following: in accordance with the provisions of Chapter 551, TEXAS GOVERNMENT CODE, with the authority contained in:

- §551.071 (2) Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter:
 - Sewer utility Certificates of Convenience and Necessity (CCNs) in the corporate limits and extraterritorial jurisdiction
 - Docket No. 46341 filed with the Public Utility Commission of Texas
- §551.074 (1) Personnel matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Planning & Zoning Commission and Lavon Reinvestment Zone #1 (TIF) Board of Directors.

10. RECONVENE INTO REGULAR SESSION

The Mayor reconvened the meeting at 8:13 p.m. p.m. and stated that no action was taken in executive session In accordance with Texas Government Code, Section 551.001, and et seq., the City Council reconvened to discuss and take any action regarding the executive session item (s).

MOTION: APPROVE RESOLUTION NO. 2017-01-02 AUTHORIZING THE FILING OF THE APPLICATION TO OBTAIN A SEWER UTILITY CERTIFICATE OF CONVENIENCE AND NECESSITY (CCN) FOR THE CORPORATE LIMITS AND THE EXTRATERRITORIAL JURISDICTION OF THE CITY PURSUANT TO THE TEXAS WATER CODE, CHAPTER 13; AUTHORIZING THE CITY ADMINISTRATOR AND CITY ATTORNEY TO HIRE ENGINEERING, LEGAL, AND FINANCIAL PROFESSIONALS DEEMED NECESSARY OR CONVENIENT TO PROSECUTE THE APPLICATION; AND OPPOSING THE APPLICATION OF THE BEAR CREEK SPECIAL UTILITY DISTRICT TO OBTAIN A SEWER CCN IN THE INSTANCES IN

WHICH IT CONFLICTS WITH THE CITY'S APPLICATION AND LONG-RANGE PLANNING; AND PROVIDING AN EFFECTIVE DATE.

MOTION MADE: TESKE
SECONDED: CHILDERS
APPROVED: UNANIMOUS

11. CITY COUNCIL TO SET FUTURE MEETINGS AND AGENDAS

- Board and Commission Appointments
- Appoint Charlie Allen as the Film Friendly Coordinator (Wright)
- Discussion regarding street conditions within the City
- Traffic Study information relating to stop signs in Bently Farms
- Recognition of Madu Kanduru for his assistance with the outdoor storm warning siren system

12. PRESIDING OFFICER TO ADJOURN THE CITY COUNCIL MEETING

Mayor Teske adjourned the meeting at 8:18 p.m.

Duly passed and approved on this 17th day of January, 2017.

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 12/31/16

Total Receivables As of	12/31/16	\$ 396,760.82	pg 2
Cash Balance As of	11/30/16	\$ 41,727.18	pg 3
December Receipts		\$ 197,273.58	pg 3
December Disbursements		\$ (20,000.00)	pg 3
January Disbursements:			
1 Wire Transfer & 4 Invoices to be paid at a later date		\$ (200,000.00)	pg 4
Cash Balance as of	1/1/17	\$19,000.76	pg 4

CURRENT COLLECTIONS & 4 YEAR HISTORICAL DATA						
Year	Collections 12/31/16	Adjustments 12/31/16	Reserve Uncollectables	Collections 9/1/12- 12/31/16	Receivables 12/31/16	Percent Collected
2016	#####			210,692.61	388,869.84	35.14
2015	1,291.84			591,671.47	7,890.98	98.68
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 12/31/15 57.35%

CURRENT CERTIFIED LEVY & 4 YEAR HISTORICAL DATA							
Year	Platted	Assessment Rates Class 1	Class 2	Class 3	Original Levy	Adjustments	Assessment Levy
2016	2006	675.89	810.27		418,639.40		418,639.40
	2008	663.13	794.96	397.48	180,923.05		180,923.05
					599,562.45		599,562.45
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		<u>Class 1</u> 690.00	<u>Class 2</u> 828.00	<u>Class 3</u> 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
12/31/16**

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

2016 Assessment Levy	\$	599,562.45	\$	599,562.45
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Collections From: 9/1/16 - 12/31/16

2016	\$	210,692.61
2015	\$	21,544.53

(\$ 232,237.14)

TOTAL RECEIVABLE AS OF 12/31/16	\$	396,760.82
		=====

HERITAGE PUBLIC IMPROVEMENT DISTRICT #1
12/31/16

		<u>Month of</u> <u>12/31/16</u>	<u>Fiscal to Date</u> <u>10/1/16-12/31/16</u>
Cash Balance as of	11/30/16	\$ 41,727.18	\$ 32,193.68
 Receipts Deposited in the Assessment Acct (UTS):			
Current/Prior Assessments		198,488.21	222,577.20
Penalty & Interest		107.04	1,751.38
Atty's Fee-Del Coll		88.73	1,859.49
Overpayment Refunds			(0.01)
NSF Checks			
NSF Fees Paid			
Court Filing Fees		484.61	484.61
Title Search Fee		130.00	130.00
Notice of Purchaser			
Escrow		(2,027.67)	
Assessment Fees Pd in Full			
Stale Dated Checks			
Bank Interest		2.66	4.41
TOTAL RECEIPTS:		<u>\$ 197,273.58</u>	<u>\$ 226,807.08</u>
 Disbursements Issued from the Assessment Acct (UTS):			
Transfer/Debt Service		20,000.00	40,000.00
Overpayment Refunds			
Bank Charges			
TOTAL DISBURSEMENTS:		<u>(\$ 20,000.00)</u>	<u>(\$ 40,000.00)</u>
Cash Balance As of	12/31/16	<u>\$ 219,000.76</u>	<u>\$ 219,000.76</u>

**HERITAGE PUBLIC IMPROVEMENT DISTRICT #1
12/31/16**

Cash Balance As of 12/31/16 **\$ 219,000.76**

Disbursements For January 2017:

<u>Check #</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
W/T	Debt Service Fund on 1/11/17	Transfer of Funds	200,000.00

Total Disbursements: **(\$ 200,000.00)**

Cash Balance As of 1/1/17 **\$ 19,000.76**

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

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
MuniCap, Inc.	Professional Fees (Inv#122016-132)	\$ 158.75
Ted A. Cox	Atty's Fee - Delinquent Coll	\$ 1,649.93
Utility Tax Service, LLC	2nd Half Postage	\$ 636.57
Mike Arterburn, A/C	January Fee	\$ 1,298.20
	Total	\$ 3,743.45

**HERITAGE PUBLIC IMPROVEMENT DISTRICT #1
12/31/16**

CURRENT COLLECTIONS & HISTORICAL DATA

<u>Year</u>	<u>Collections</u> <u>12/31/16</u>	<u>Adjustments</u> <u>12/31/16</u>	<u>Reserve</u> <u>Uncollectables</u>	<u>Collections</u> <u>9/1/07-12/31/16</u>	<u>Receivables</u> <u>12/31/16</u>	<u>Percent</u> <u>Collected</u>
2016	197,196.37			210,692.61	388,869.84	35.14
2015	1,291.84			591,671.47	7,890.98	98.68
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	2006	675.89			274,411.34		274,411.34	
			810.27		144,228.06		144,228.06	
	2008	663.13	794.96		69,628.65		69,628.65	
				397.48	85,855.68		85,855.68	
				<u>25,438.72</u>		<u>25,438.72</u>		
				599,562.45		599,562.45		
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	794.96		69,628.65		69,628.65	
				397.48	85,855.68		85,855.68	
				<u>25,438.72</u>		<u>25,438.72</u>		
				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	794.96		69,628.65		69,628.65	
				397.48	85,855.68		85,855.68	
				<u>25,438.72</u>		<u>25,438.72</u>		
				600,372.72		600,372.72		
2013		<u>Class 1</u>	<u>Class 2</u>	<u>Class 3</u>	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
12/31/16**

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:

- \$ 2,027.67 Reported as escrow on 11/16 report. Transferred to 2016 taxes on 12/16 report.
(multiple accounts)

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	Awaiting 12/31/16 payment
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	Jeffrey Carter R-9032-00K-02801	1/17 - 12/17 12 Months	First Payment Due 1/15/17

December 13, 2016

Marie Meave, Trustee
The Bank of New York Mellon
601 Travis Street, 16th Fl.
Houston, TX 77002

**RE: City of Lavon, Texas, Special Assessment Revenue Bonds, Series 2013
Heritage Public Improvement District No. 1**

Dear Ms. Meave,

Pursuant to the Trust Indenture between the City of Lavon, Texas and The Bank of New York Mellon Trust Company, N.A., as Trustee, providing for the issuance of \$8,065,000 of the City of Lavon, Texas Special Assessment Revenue Bonds (Heritage PID #1 Project), please pay the enclosed invoice in the total amount of \$158.75 to MuniCap, Inc., from the Administrative Expense Fund created pursuant to the Trust Indenture. This invoice is for administrative services provided by MuniCap for the City, and the nature of these services is more fully described in the attached invoice.

Please mail the check to MuniCap at the following address:

8630 M Guilford Road
#263
Columbia, MD 21046

The undersigned person is an Authorized Representative of the City as provided for in the Trust Indenture.

Please do not hesitate to call me with any questions regarding this matter.

Very truly yours,

City of Lavon, Texas

By: _____
Authorized Representative

Enclosure

MuniCap, Inc.
 8965 Guilford Road
 Suite 210
 Columbia, MD 21046

INVOICE

Invoice Date 12/9/2016
 Invoice # 122016-132

Balance Due \$158.75

Bill To:
 CITY OF LAVON, TEXAS
 c/o Utility Tax Services
 - VIA EMAIL TO -
 utilitytaxservice@sbcglobal.net

Remit check to:
 MuniCap, Inc.
 8630 M Guilford Road #263
 Columbia, MD 21046

or
 Wire Instructions:
 The Columbia Bank
 9151 Baltimore National Pike
 Ellicott City, MD 21042
 (410) 418-8500
 ABA Routing No.: 055 002 338
 To the account of: MuniCap, Inc.
 Account No.: 00 082 362 31

Project Heritage PID #1 1657

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date
 12/9/2016

Invoice #
 122016-132

MuniCap, Inc.
 8965 Guilford Road
 Suite 210
 Columbia, MD 21046

Terms Net 30
 Client # 1657

Item	DATE	Description	Hrs	Amount
Assoc (MV)	11/14/2016	Process administrative invoices and certificates authorizing payment and forward for approval, as required by Trust Indenture.	0.25	33.75
Sr Assoc (JA)	11/15/2016	Update account reconciliation for October activity.	0.25	37.50
Manager (MD)	11/16/2016	Review account reconciliation.	0.25	43.75
Manager (AS)	11/16/2016	Assist associates with October account activity.	0.25	43.75
Subtotal Fees:				158.75
EIN: 03-0461891. Overdue accounts are subject to 1% monthly finance charge.			Total	\$158.75

Billing Inquiries? Call (443) 539-4104

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

December 12, 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 November 2016..... \$1,532.00

Expenses:

Postage/Xerox Fees (November 2016) 29.20
Deed/Lien Fee/Filing Fees for Lawsuits ****4,057.65**

TOTAL DUE THIS INVOICE:..... \$1,561.20

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

+ 88.73
1649.93

****The amount listed above is for the deed/lien searches and lawsuit filing fees associated with the lawsuits which have been filed in the accounts listed below. These fees have been added to each of the individual accounts and will be paid by the homeowner when the delinquent assessments are paid.**

R-9591-00B-0370-1 - Billy Joseph Walker
Deed/Lien Search: \$127.00
Lawsuit Filing Fee: \$399.21

R-9032-00C-0090-1 - Cole Taylor
Deed/Lien Search: \$130.00
Lawsuit Filing Fee: \$484.61

R-9591-00A-0140-1 - Robert Sepeda
Deed/Lien Search: \$128.00
Lawsuit Filing Fee: \$399.21

R-9032-00N-0030-1 - Sergio Salazar
Deed/Lien Search: \$128.00
Lawsuit Filing Fee: \$484.61

R-9095-00L-0070-1 - Timothy Hart
Deed/Lien Search: \$130.00
Lawsuit Filing Fee: \$505.19

R-9095-00A-0200-1 - Krystal Ware
Deed/Lien Search: \$127.00
Lawsuit Filing Fee: \$484.61

R-9032-00K-0280-1 - Jeffery Carter
Deed/Lien Search: \$131.00
Lawsuit Filing Fee: \$399.21

MONTH OF NOVEMBER 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	\$3.00	\$7.88			\$10.88
Denton County					
CNP UD	\$7.00	\$9.94			\$16.94
El Dorado UD	\$17.80	\$16.94	\$493.00		\$527.74
Encanto Real	\$18.50	\$15.60			\$34.10
Fort Bend MUD					
Galveston MUD #14	\$2.40	\$0.49			\$2.89
Galveston MUD #15	\$4.00	\$2.10			\$6.10
Heritage PID	\$4.20	\$25.00			\$29.20
HC MUD #5	\$25.20	\$13.35	\$284.00		\$322.55
HC UD #16	\$12.00	\$4.63	\$178.00		\$194.63
HC MUD #104	\$11.40	\$6.94			\$18.34
HC MUD #200	\$6.60	\$3.94		\$6.60 (copies from clerk's office)	\$17.14
HC MUD #211	\$3.00	\$0.94			\$3.94
HC MUD #233					
HC MUD #238	\$4.60	\$9.82	\$25.00		\$39.42
HC MUD #257					
HC MUD #304	\$8.60	\$6.47			\$15.07

UTS, LLC

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

Invoice

Date	Invoice #
1/1/2017	5930

Bill To
Heritage PID 1

Item	Description	Amount
Postage	2nd Half Postage (2016 Tax Year)	636.57

Total	\$636.57
Payments/Credits	\$0.00
Balance Due	\$636.57

Mike Arterburn, Tax A/C

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

Invoice

Date	Invoice #
1/1/2017	5929

Bill To
Heritage PID 1

Item	Description	Amount
Monthly Fee	January Tax Assessor-Collector Fee	850.55
4th Qtr Billing	Office Expenses	447.65
Total		\$1,298.20
Payments/Credits		\$0.00
Balance Due		\$1,298.20



**CITY OF LAVON
CITY COUNCIL
Agenda Brief**

MEETING: January 17, 2017

ITEM: 7 - A

Item:

Discussion regarding resident request for an amendment to Ordinance No. 2016-08-07 regarding a waiver of mandatory participation or an “opt-out rate” in the City’s garbage utility service.

Background:

Ordinance No. 2016-08-07 requires residents to participate in the City’s contract garbage collection services.

A resident has requested that the City Council consider waiving or modifying this requirement to allow residents to opt-out of the service. There is no provision for a modification or waiver in the current ordinance.

Attachments: Ordinance No. 2016-08-07

January 13, 2017

CITY OF LAVON, TEXAS

ORDINANCE NO. 2016-08-07

Solid Waste Disposal

AN ORDINANCE FOR THE CITY OF LAVON, TEXAS ADOPTING REGULATIONS FOR SOLID WASTE DISPOSAL; REQUIRING SERVICE; ESTABLISHING LIMITS AND PROHIBITED ACTIVITIES; PROVIDING FOR ADOPTION OF SOLID WASTE COLLECTION RATES; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Lavon has authority to provide garbage collection services, require that residents utilize the garbage collection services and establish rates for such services; and

WHEREAS, the City of Lavon has authority to enter into a contract with a private company for solid waste collection and recycling services.

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

SECTION 1. GENERAL - SOLID WASTE

A. Mandatory use of collection service

It shall be mandatory that each residence, commercial and non-residential establishment within the corporate limits of the City take and subscribe to the garbage collection service offered by the City through its contract garbage operator.

B. Collection of fees

The City shall bill customers for garbage collection and recycling fees as established by the City Council for garbage collection and recycling service. Such fees may be billed independently or attached to the monthly utility bill of every residence or commercial user that is connected to a utility system for which the City regularly bills.

C. Residential containers and recycle bins

(1) Residential units shall be provided an approved trash receptacle and recycle bin provided by the city designated waste collection contractor. The approved receptacle or receptacles shall be roll-out containers. The volume of the container will be designated by the city. The monthly fees assessed on the customer utility bill shall be based on number of containers requested by the customer(s).

(2) The container(s) shall be issued to a residential address and shall not be removed from the premises.

(3) The roll-out containers and recycle bins shall be the property of the waste collection contractor and must not be painted, marked, abused, mutilated, altered or modified in any way. Abuse and damage to a container by customers shall result in an assessment equal to the replacement cost of the containers.

(4) The containers shall be placed at the curb or designated collection point no later than 7:00 a.m. on the scheduled collection day. The containers must be placed at or near the driveway approximately four feet from any mailbox or other obstacle. Where applicable, the containers must be placed between the sidewalk and the curb. No container may be placed in the street or be placed on any part of a sidewalk. The city secretary or their designee may make reasonable exceptions to the foregoing location requirements as needed to meet unique circumstances or to avoid undue hardship caused by literal compliance.

(5) The containers shall be removed from the curb or designated collection point no later than noon the day after the regular scheduled pickup for the residential unit.

(6) A stolen container shall be reported to the utility billing department.

(7) Trash containers and recycle bins shall be placed and kept behind the front building line except as allowed in subsections (4) and (5) of this section when they are placed adjacent to the street for emptying by the designated waste collection contractor for the city.

D. Non-residential collection and containers

(1) All non-residential customers shall contract with the City for solid waste collection services.

(2) It shall be unlawful for any person other than the City's contract provider to collect or remove solid waste materials from a commercial container.

(3) Non-residential customers shall remit payments for solid waste services directly to the City.

(4) Non-residential customers may receive recycling services from the City's contract provider upon request.

(5) The charge for collection and removal of solid waste from premises used for business, industrial, or institutional purposes shall be based upon the size, type and number of containers in use at such establishments and the frequency with which such containers are scheduled to be serviced. Such charges shall be in an amount established, and from time to time amended, by separate action of the City Council.

(6) Non-residential customers shall establish with the City solid waste collection services and acquire an appropriately sized commercial container, such container to be serviced at a frequency that prevents the accumulation of waste outside the container and prevents littering or spilling

materials onto public areas or neighboring sites. Collection of non-residential solid waste shall not be made less than one time per week.

(7) Overfilled containers will not be emptied if a safety hazard exists. The customer will be responsible for removing excess and collection will be rescheduled when the excess material has been removed.

(8) The customer is responsible for providing access to the solid waste container and keeping the area around the top of the container clear of obstructions so that the container can be serviced as scheduled. If the container is blocked and not cleared, service will not be provided. Customer will be responsible for the cost of extra collections required.

(9) Non-residential containers owned by the contract provider shall not be marked, modified, or damaged by the customer in any way.

SECTION 2. RATES AND CHARGES

The monthly rates or charges for garbage collection, recycling services and late payment penalties shall be established from time to time by separate action of the City Council.

SECTION 3. CUMULATIVE CLAUSE

This ordinance shall be cumulative of all provisions of ordinances of the City except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

SECTION 4. SEVERABILITY CLAUSE

It is hereby declared by the City Council that if any of the sections, paragraphs, sentences, clauses, phrases, words, or provisions of this ordinance should be declared unconstitutional or otherwise invalid for any reason, such event shall not affect any remaining sections, paragraphs, sentences, clauses, phrases, words, or provisions of this ordinance.

SECTION 5. PENALTY

Any person violating any provision(s) of this ordinance shall be fined in a sum not to exceed Two Thousand Dollars (\$2000.00) and a separate offense shall be deemed committed upon each day during or on which a violation occurs or continues.


SECTION 6. PUBLIC MEETING

It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required by law.

SECTION 7. EFFECTIVE DATE

This ordinance shall be in full force and effect immediately upon its passage and approval by the City Council.

PASSED AND APPROVED by the City Council of the City of Lavon, Texas, this 23rd day of August, 2016.



Charles A. Teske, Jr. Mayor

Attest:



Kim Dobbs, Interim City Secretary





**CITY OF LAVON
CITY COUNCIL
Agenda Brief**

MEETING: January 17, 2017

ITEM: 7 - B

Item:

Discussion regarding partnership opportunities with the City of Nevada relating to public safety.

Background:

At their January 10, 2017 meeting, the City Council of the City of Nevada expressed an interest in opening a dialogue with the City of Lavon for the provision of police services. The expressed goal would be to discuss expectations, service levels and funding for the FY 2017-18 budget.

This item is an information briefing by Mayor Teske to inform the City Council.

January 13, 2017



**CITY OF LAVON
CITY COUNCIL
Agenda Brief**

MEETING: January 17, 2017

ITEM: 7 - C

Item:

Discussion regarding partnership opportunities and a possible development agreement to facilitate road construction and fire safety services with Bloomfield Homes, L.P.

Background:

This item is an information briefing by Mayor Teske to inform the City Council.

January 13, 2017



**CITY OF LAVON
CITY COUNCIL
Agenda Brief**

MEETING: January 17, 2017

ITEM: 7 - D

Item:

Discussion regarding a May 2017 Special Election and/or November 2017 Regular Election.

- Street Maintenance Sales Tax Enhancement
- Bond Referendum for Park Construction

Background:

The state elections calendar identifies the last date to call a special election for May 6, 2017 as February 17, 2017.

January 13, 2017

MUNICIPAL SALES AND USE TAX FOR STREET MAINTENANCE



Glenn Hegar

Texas Comptroller of
Public Accounts

Many Texas cities do not have the funds necessary to repair existing streets and sidewalks. **The Tax Code** authorizes cities to impose a special sales tax to fund maintenance of this important mobility infrastructure.

WHO IS ELIGIBLE?

Cities may impose the tax if the new combined local sales tax rate will not exceed 2 percent.

[Refer to **Tax Code, Sect. 327.003(b)**.]

ELECTION IS REQUIRED

A city's voters must approve the additional sales tax. The city's governing body must adopt an ordinance calling for an election to be held on one of the two uniform election dates:

- the first Saturday in May; or
- the first Tuesday after the first Monday in November.

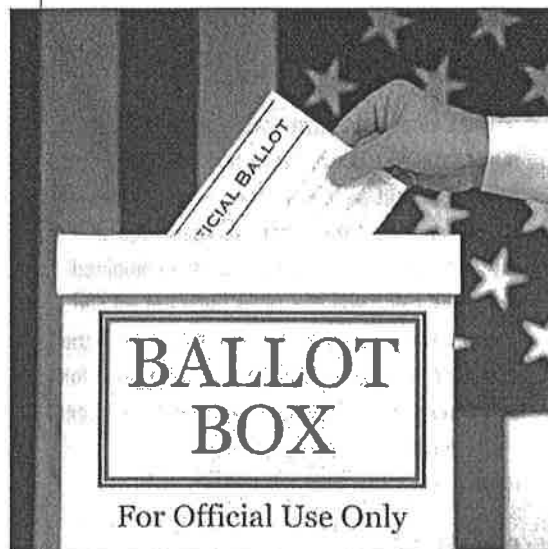
For guidance on the timing of elections, please contact the Secretary of State at 512-463-5650 or toll free at 1-800-252-8683. Additional information is available on the **Secretary of State's website**.

BALLOT LANGUAGE

At the election to adopt the additional tax, a ballot must allow voters the choice of voting for or against the proposition. Following is the required ballot language:

"The adoption of a local sales and use tax in (name of municipality) at the rate of (insert appropriate rate) to provide revenue for maintenance and repair of municipal streets."

[Refer to **Tax Code, Sect. 327.006(b)**.]



For sales tax elections called by the governing body, a municipality may combine measures to lower or repeal any dedicated or special purpose municipal sales tax into a single ballot proposition, and at the same time raise or adopt any other dedicated special purpose municipal sales tax. A combined sales tax proposition would have to contain substantially the same language as that required for lowering, repealing, raising or adopting each tax as appropriate. If a combined sales tax proposition were defeated, there would be no effect on existing sales taxes.

[Refer to **Tax Code, Sect. 321.109**.]

The tax may be used to
repair existing streets,
but **not build new**
streets.

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MUNICIPAL SALES AND USE TAX FOR STREET MAINTENANCE

Street maintenance tax funds may be spent on municipal streets including sidewalks.

ELECTION RESULTS

If the election is successful, within 10 days of the election the city must declare the results of the election by resolution or an ordinance entered in its minutes of proceedings. The resolution or ordinance must include statements showing:

- the date the election was held;
- the wording of the proposition;
- the total number of votes cast for and against the proposition; and
- the number of votes by which the proposition passed.

[Refer to **Tax Code, Sect. 321.405.**]

If the voters of a municipality adopt the street maintenance sales tax at an election held on the same date that another political subdivision adopts a sales and use tax or approves the increase in the rate of its sales and use tax and, the combined rate of all sales and use taxes must not exceed 2 percent at any location in the municipality. If the combined rate exceeds 2 percent at any location in the municipality, the election to adopt a street maintenance sales tax will have no effect.

[Refer to **Tax Code, Sect. 327.003(c).**]

EFFECTIVE DATE

The tax will become effective on the first day of the first calendar quarter after one complete calendar quarter passes from the date the Comptroller receives the city's notice that voters have approved the tax.

[Refer to **Tax Code, Sect. 327.005.**]

For example, if voters approve the tax in an election held in May and the city sends the election results to the Revenue Accounting, Tax Allocation Section of the Comptroller's office by the end of June, the tax would take effect on Oct. 1. The city would begin receiving revenue from the Comptroller beginning with the December sales tax allocation.

ADMINISTRATION OF THE TAX

The city should account for street maintenance sales tax funds separately from other revenues.

USE OF THE STREET MAINTENANCE SALES TAX

Funds may be used only to maintain and repair municipal streets and sidewalks that existed on the date of the election to adopt the tax. It may not be used to build new streets.

[Refer to **Tax Code, Sect. 327.008.**]

WHAT ARE "MUNICIPAL" STREETS?

A "municipal street" includes the entire width of a way (including sidewalks) held by a municipality in fee or by easement or dedication that has a part open for public use for vehicular travel. The term does not include a designated state or federal highway or road or a designated county road.

[Refer to **Tax Code, Sect. 327.001.**]

EXPIRATION AND REAUTHORIZATION OF THE TAX

The street maintenance sales tax expires four years after it takes effect unless the city's voters authorize it to continue in an election held for that purpose.

The election to reauthorize the tax must be held on one of the two uniform election dates noted previ-



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ously. The ballot proposition language should permit voting for or against the following proposition:

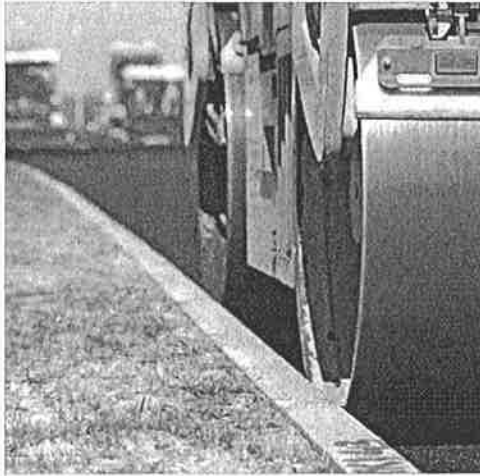
“The reauthorization of the local sales and use tax in (name of municipality) at the rate of (insert appropriate rate) to continue providing revenue for maintenance and repair of municipal streets.”

The municipality must notify the Comptroller of the scheduled expiration not later than the 10th day after the municipality determines that the tax will expire.

[Refer to **Tax Code, Sect. 327.007.**]

If an election to reauthorize the tax is not held before the tax expires or if votes cast in an election to reauthorize the tax do not favor reauthorization, the municipality may not call an election to authorize a new tax under this chapter before the first anniversary of the date on which the tax expired.

[Refer to **Tax Code, Sect. 327.007.**]



NEED MORE INFORMATION?

For more information about the county assistance district sales tax, call the Comptroller's Data Analysis & Transparency Division at 1-800-531-5441, ext. 3-4679.

The tax expires four years after it takes effect unless voters authorize its extension.

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Glenn Hegar
Texas Comptroller of Public Accounts

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Rental and Seller Financed Sales Tax
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Unclaimed Property Holders
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LOCAL SALES TAX OPTIONS

JANUARY 2016



Glenn Hegar

Texas Comptroller of
Public Accounts

A city, county or special purpose district may adopt a sales tax provided the combined rate of all local sales taxes would not exceed 2 percent at any location within its territorial limits. All local sales taxes require voter approval.

SALES TAX OPTIONS FOR CITIES

SALES AND USE TAX

(Increments of 0.125 percent) – Most cities in Texas have this form of sales tax. It may be imposed by any incorporated city. Revenues are deposited into the city's general revenue fund and may be used for any lawful purpose. (**Tax Code, Chap. 321.**)

SALES TAX FOR ECONOMIC DEVELOPMENT*

(Increments of 0.125 percent) – Two options are available for a city to adopt this tax:

- **Type A** – This form of tax may be imposed by most incorporated cities. (There are exceptions in certain counties with mass transit systems). Revenues must be turned over to a development corporation formed to act on behalf of the city to carry out programs related to industrial development, business infrastructure and the promotion of new and expanded business enterprises that create or retain primary jobs.
- **Type B** – This form of tax may be imposed by any incorporated city. Revenues must be turned over to a development corporation formed to act on behalf of the city to carry out programs related to a wide variety of projects including business development and public parks.

For more detailed information, see the Comptroller's **Economic Development Sales Tax** brochure (PDF). (**Loc. Govt. Code, Chap. 501-505.**)



STREET MAINTENANCE SALES TAX

(Increments of 0.125 percent) – All cities are authorized to hold an election to adopt a sales tax to repair and maintain existing city streets. The tax expires after four years unless a new election is held to reauthorize the tax. The revenue from this tax may be used only to maintain and repair existing city streets and sidewalks. For more detailed information, see the Comptroller's **Street Maintenance Sales Tax** brochure (PDF). (**Tax Code, Chap. 327.**)

MUNICIPAL DEVELOPMENT CORPORATION*

(0.125, 0.25, 0.375 or 0.5 percent) – A city may create a municipal development corporation to undertake projects that provide job training, early childhood education, after-school programs, scholarships, literacy promotion and other projects.

* This tax is actually imposed by a board, district or authority created by and for the benefit of a city or county.

The Comptroller's
online sales tax rate
tool locates all sales tax
rates in effect for any
Texas address.

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LOCAL SALES TAX OPTIONS

Local sales tax rates
may not exceed a
combined 2 percent.

Voters in the city may authorize adoption of a sales tax to fund activities of the corporation.

(**Loc. Govt. Code, Chap. 379A.**)

MUNICIPAL DEVELOPMENT DISTRICT*

(0.125, 0.25, 0.375 or 0.5 percent) – Cities may hold an election in all or part of a city, including the extraterritorial jurisdiction, to create a municipal development district and adopt a sales tax to fund the district. The district may undertake a variety of projects including a convention center, civic center, auditorium and other projects eligible for Type B Corporations under Chapter 505 of the Local Government Code. (**Loc. Govt. Code, Chap. 377.**)

FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES (EMS) DISTRICTS*

(0.125, 0.25, 0.375 or 0.5 percent) – Cities with a population between 25,000 and 550,000 or more than 1.9 million may create an EMS district. The district may include all or any part of a city. The district may finance the operation of a fire control, prevention and EMS program. (**Loc. Govt. Code, Chap. 344, and Tax Code, Sect. 321.106.**)

MUNICIPAL SALES TAX FOR PROPERTY TAX RELIEF

(Increments of 0.125 percent) – This “additional sales tax” may be imposed by most incorporated cities (there are exceptions in certain counties with rapid transit systems). Revenues are deposited into a city’s general revenue fund. Cities adopting this form of local sales tax must reduce the effective and rollback property tax rates within the city. For more detailed information, see the Comptroller’s **Using Sales Tax To Reduce The Property Tax Rate** brochure (PDF). (**Tax Code, Chap. 321.**)

SALES TAX OPTIONS FOR CITIES & COUNTIES

CRIME CONTROL AND PREVENTION DISTRICT*

(Increments of 0.125 percent up to 0.5 percent maximum rate) – This sales tax may be imposed by a city located in a county with a population of

more than 5,000 or by a county with a population of more than 130,000. The governing body in a municipality or commissioners court may specify the number of years (5, 10, 15 or 20) the district would be continued. Revenues from the sales tax may be used to finance a wide variety of crime control and prevention programs. (**Loc. Govt. Code, Chap. 363, and Tax Code, Sec. 323.105.**)

VENUE TAX “STADIUM BILL”

(Increments of 0.125 percent) – This sales tax is one of several revenue options available to a city or county to fund sports and community “venue” projects. Multiple cities and counties in any combination may join to form a venue district under Chapter 335, Local Government Code, as well. Some examples of a “venue” are a stadium, convention center, park or economic development-type facility. (The rate for a county imposing the tax is capped at one-half of one percent.)

For more detailed information, see the Comptroller’s **Sports and Community Venue Tax** brochure (PDF). (**Loc. Gov. Code, Chap. 334 and 335.**)

METROPOLITAN AND RAPID TRANSIT AUTHORITIES/MUNICIPAL TRANSIT DEPARTMENTS*

(0.25, 0.5, 0.75 or 1 percent) – In certain instances, authorities may be created to levy a sales tax to provide transportation services in participating cities. These are not offered statewide to all cities and are



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generally found in metropolitan areas. Cities may opt to join and, in some cases, withdraw from an authority with voter approval. The tax rate is generally implemented in 0.25-percent increments under **Transportation Code, Sect. 453.401. (Tax Code, Chap. 322 and Transportation Code, Chap. 451, 452, and 453.)**

SALES TAX OPTIONS FOR COUNTIES

COUNTY SALES TAX FOR PROPERTY TAX RELIEF

(0.5 or 1 percent) – This sales tax may be imposed by most by most counties also imposing an ad valorem tax. Revenues are deposited into a county's general revenue fund. The rate is 0.5 percent, except in counties with no territory within the limits of a municipality where the rate is 1 percent. Hospital districts also may impose this sales tax, but at different rates.

For more detailed information, see the Comptroller's **Using Sales Tax To Reduce The Property Tax Rate** brochure (PDF). (**Tax Code, Chap. 323.**)

COUNTY ASSISTANCE DISTRICT*

(Increments of 0.125 percent) – Counties may hold an election in all or part of the county, to create one or more county assistance districts and adopt a sales tax to fund the districts. A district may undertake a variety of projects including roads or highways; provision of law enforcement and detention services; the maintenance or improvement of libraries, museums, parks or other recreational facilities; or other services that benefit the public welfare.

For more detailed information, see the Comptroller's **County Assistance District Sales Tax** brochure (PDF). (**Loc. Govt. Code, Chap. 387.**)

EMERGENCY SERVICES DISTRICT (ESD)*

(Increments of 0.125 percent) – Counties may hold an election in all or part of the county, to create one or more emergency services districts and adopt a sales tax to fund the districts. Funds may be used to hire emergency personnel, contract with other entities to provide emergency services, and/or purchase equipment and facilities. (**Health and Safety Code, Chapters 775.**)

* This tax is actually imposed by a board, district or authority created by and for the benefit of a city or county.

Sales taxes paid on purchases this month are generally remitted to the Comptroller next month and allocated to local taxing entities the following month.



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Election Outlook: [Voter Information](#) | [Election Night Returns](#) | [More about Identification Requirements for Voting](#)

Note - Navigational menus along with other non-content related elements have been removed for your convenience. Thank you for visiting us online.

May 6, 2017 Election Law Calendar

The uniform election date in May of an odd-numbered year is a date in which many local political subdivisions, such as cities, school districts, and water districts have their regular general elections for members of their governing bodies or special elections to fill vacancies. Therefore, this calendar is required to meet the needs of many diverse governmental bodies. If there are questions about the applicability of something in this calendar to your specific election, do not hesitate to call the Elections Division of the Office of the Texas Secretary of State at 1-800-252-VOTE(8683).

DECEMBER 2016						
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JANUARY 2017						
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MAY 2017						
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JULY 2017						
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30	31					

AUGUST 2017						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Notes

1. [Note on ID Procedures In Effect Until Further Notice](#)
2. [Campaign Information](#)
3. [Submissions to the U.S. Department of Justice](#)
4. [Statutory References](#)
5. [May Uniform Date \(Odd-Numbered Years\)](#)

6. [Required Use of County Polling Places](#)
7. [Notice of Candidate Filing Periods](#)
8. [Joint Election Requirement for School Districts](#)
9. [Joint Elections Generally](#)
10. [Notice of Elections](#)
11. [Extended Early Voting Hours and Branch Locations](#)
12. [Notice of Polling Place Change](#)
13. [Testing Tabulating Equipment](#)

1. Note on ID Procedures In Effect Until Further Notice

On August 10, 2016, a federal district court entered an order changing the voter identification requirements for all elections held in Texas after August 10, 2016 until further notice. **As a result, voters who possess an acceptable form of photo identification for voting listed below are still required to present it in order to vote in person in all Texas elections. The acceptable form of photo identification may be expired up to four years. Voters who do not possess an acceptable form of photo identification, and cannot obtain one due to a reasonable impediment, may present a supporting form of identification and execute a Reasonable Impediment Declaration, noting the voter's reasonable impediment to obtaining an acceptable form of photo identification, and stating that the voter is the same person on the presented supporting form of identification.** If a voter has continued access to their acceptable form of photo ID, but, for example, forgets to bring their acceptable form of approved photo ID to the polling place and/or left it, for example, at home or in their car, the voter still possesses the acceptable photo ID and must use it to vote.

This requirement is effective immediately.

Here is a list of the acceptable forms of photo ID:

- Texas driver license issued by the Texas Department of Public Safety (DPS);
- Texas Election Identification Certificate issued by DPS;
- Texas personal identification card issued by DPS;
- Texas license to carry a handgun issued by DPS;
- United States military identification card containing the person's photograph;
- United States citizenship certificate containing the person's photograph;
- United States passport.

With the exception of the U.S. citizenship certificate, the identification must be current or have expired no more than 4 years before being presented for voter qualification at the polling place.

Here is a list of the supporting forms of ID that can be presented if the voter does not possess an acceptable form of photo identification, and cannot obtain one due to a reasonable impediment:

- Valid voter registration certificate
- Certified birth certificate (must be an original)
- Copy of or original current utility bill
- Copy of or original bank statement
- Copy of or original government check
- Copy of or original paycheck
- Copy of or original government document with your name and an address (original required if it contains a photograph)

After presenting a supporting form of ID, the voter must execute a Reasonable Impediment Declaration.

Voters with a disability who do not have an acceptable form of photo ID may also apply with the county voter registrar for a permanent exemption. The application must contain written documentation from either the U.S. Social Security Administration evidencing he or she has been determined to have a disability, or from the U.S. Department of Veterans Affairs evidencing a disability rating of at least 50 percent. In addition, the applicant must state that he or she has no acceptable form of photo identification. Those who obtain a disability exemption will be allowed to vote by presenting a voter registration certificate reflecting the exemption, and will not need to execute a Reasonable Impediment Declaration.

If a voter (a) does not possess one of the acceptable forms of photo identification listed below, which is not expired for more than four years, and a voter can reasonably obtain one of these forms of identification or (b) possesses, but did not bring to the polling place, one of the seven forms of acceptable photo identification listed above, which is not expired for more than four years, or (c) does not possess one of the seven forms of acceptable photo identification, which is not expired for more than four years, could otherwise not obtain one due to a reasonable impediment, but did not bring a supporting form of identification to the polling place, the voter may cast a provisional ballot at the polls. However, in order to have the provisional ballot counted, the voter will be required to visit the voter registrar's office within six calendar days of the date of the election to either present one of the below forms of photo ID OR submit one of the temporary affidavits referenced below (e.g., religious objection or natural disaster) in the presence of the county voter registrar while attesting to the fact that he or she does not have any of the required photo IDs.

Voters who have a consistent religious objection to being photographed and voters who do not present any form of acceptable photo identification as a result of certain natural disasters as declared by the President of the United States or the Texas Governor, may vote a provisional ballot, appear at the voter registrar's office within six (6) calendar days after election day, and sign an affidavit swearing to the religious objection or natural disaster, in order for the ballot to be counted.

2. Note on Campaign Information

Under Title 15 of the Texas Election Code, candidates running for an office must file campaign contribution and expenditure reports. For further information and all questions about such disclosure filings, campaign finance, and political advertising, please contact the Texas Ethics Commission at 201 E. 14th, 10th Floor, Austin, Texas 78701; call 512-463-5800; or [access their website](#).

3. Note on Submissions to the U.S. Department of Justice

On June 25, 2013, the United States Supreme Court issued its decision in *Shelby County v. Holder*, 133 S. Ct. 2612 (2013). The Supreme Court's decision holds that Section 4 of the federal Voting Rights Act of 1965 is unconstitutional and its formula can no longer be used as a basis for subjecting jurisdictions to preclearance. Accordingly, unless and until there is new law from the United States Congress signed by the President or other court order, the Texas Attorney General has advised the Secretary of State that it is no longer required to submit voting changes to the DOJ for preclearance. We suggest that Texas counties or other Texas political subdivision discuss the effect of *Shelby* and the continuing applicability of other provisions of the Voting Rights Act with their legal counsel.

4. Note on Statutory References

Unless otherwise indicated, all references are to the Texas Election Code. The county election officer is the county clerk, the county elections administrator, or the county tax assessor-collector, depending on the actions of the county commissioners court. (Secs. 31.031, 31.071 and 31.091). The county voter registrar is the county clerk, the county elections administrator, or the county tax assessor collector, depending on the actions of the county commissioners court. (Secs. 12.001, 12.031, 31.031 and 31.071).

5. Note on May Uniform Date (Odd-Numbered Years)

With few exceptions, counties are not authorized to hold an election ordered by county authority on the May uniform election date in an **even-numbered year**. A county elections administrator may refuse to provide election services by contract for an election that is held on the May uniform election date in an **even-numbered year**. (Sec. 41.001(d), Senate Bill 100 (2011)). Thus, for **May 6, 2017** (odd-numbered year) we return to the general rules: counties are authorized to hold an election ordered by county authority in May 2017; and a county elections administrator may not refuse to provide election services by contract in May 2017.

6. Note on Required Use of County Polling Places

Sections 42.002 and 42.0621, as amended by House Bill 2027 (2015), provides all political subdivisions, including those created under Section 52, Article III or Section 59, Article XVI of the Texas Constitution and located in a county or adjacent to a county of more than 3.3 million people, must use county election precincts. Therefore, **all political subdivisions holding an election on May 6, 2017 must use county election precincts and polling places on election day, unless:**

1. the political subdivision has not established any temporary branch early voting polling places (the political subdivision only has its main early voting polling place); or
2. the political subdivision conducts early voting by personal appearance at 75 percent or more of its temporary branch polling places on the same days and during the same hours as voting is conducted at the main early voting polling place; and at each remaining polling place for at least two consecutive days of voting during the early voting period, and for at least eight hours on each of the two consecutive days.

7. Note on Notice of Candidate Filing Periods

The authority with whom an application for a place on the ballot is filed must post a [Notice of Deadline to File Applications for Place on the Ballot](#), listing the filing period dates in a building in which the authority maintains an office. The notice must be posted not later than the 30th day **before** the first day to file. (Sec. 141.040). If you order a special election to fill a vacancy, the order must include the filing deadline; we recommend posting the notice of the filing period as soon as practicable after a special election is ordered.

8. Note on Joint Election Requirement for School Districts

School districts conducting trustee elections must have joint polling places on election day with either:

1. a city holding an election on the uniform election day (located wholly or partly within the school district's boundaries);
2. a public junior college district if it is having an election for members of its governing board in which the school district is wholly or partly located;
3. in limited circumstances, a hospital district; or

4. the county on the November uniform election day in even-numbered years.

For purposes of this calendar, we will continue to use separate subheads for cities and school districts when their rules are different. However, many entities will be working out joint election agreements. (Sec. 11.0581, Texas Education Code; Sec. 271.002).

9. Note on Joint Elections Generally

Many entities will have joint elections for the May 6, 2017 election. Note that the entries in this calendar are generally written in terms of elections held individually rather than jointly. For example, cities are advised about conducting two 12-hour days for early voting. However, we have long advised different entities who conduct early voting together to coordinate their early voting hours, which may result in entities other than cities also holding early voting on two 12-hour days. On the other hand, depending on the plan, different entities may choose to do different things separately, i.e., not holding early voting together. Not all joint election plans are alike. With a few exceptions, we do not discuss the impact of coordinating rules for a joint election, as we think this would make the calendar longer and confusing. We encourage joint election partners to read through the entire calendar, taking note of the rules affecting the partner entities and to address the differences within the agreement itself. If you have questions about how different rules apply to a particular joint election plan, please contact our office by phone or email.

10. Note on Notice of Elections

Political subdivisions other than cities and school districts may have specific statutory notice requirements. In the absence of specific statutory requirements, such political subdivisions must post a notice on or before the 21st day before the election. (Sec. 4.003(b)). For the Saturday, May 6, 2017 election, this notice must be posted on or before Monday, April 17, 2017.* The general rule is that, additionally, notice must be given using one of the following methods:

- A. By posting a notice in each election precinct in which the election is to be held on or before the 21st day before the election, Monday, April 17, 2017. (Secs. 1.006, 4.003(a)(2)).
- B. By publishing the notice at least once between the 30th day and the 10th day before the election, Thursday, April 6, 2017 – Wednesday, April 26, 2017. (Sec. 4.003(a)(1)).
- C. By mailing a copy of the notice to each registered voter of the territory covered by the election, not later than the 10th day before election day, Wednesday, April 26, 2017. (Sec. 4.003(a)(3)).

*Since the 21st day before the election falls on a Saturday, the deadline is extended to the next business day, Monday, April 17, 2017.

This notice must include:

1. The type and date of the election;
2. The location of each polling place;
3. The hours the polls will be open;
4. The location of the main early voting polling place;
5. The regular dates and hours for early voting by personal appearance;
6. The dates and hours of any Saturday or Sunday early voting (required to be in the notice for all political subdivisions except counties and cities), if any; and
7. The early voting clerk's mailing address.

NOTE - NEW LAW: HB 1927 (2015) amended Section 84.007 to allow email transmission of a completed, scanned application for a ballot by mail containing an original signature and to require the early voting clerk to designate an email address for receipt of such applications. Therefore, **we recommend that the notice of the election also include the email address at which the early voting clerk may receive applications** for a ballot by mail. For more information on email submission of the ABBM, see Tex. Sec'y of State Election Advisory No. 2015-10.

The following forms may be used:

-Notice of General Election for Cities

-Notice of General Election for Other Political Subdivisions (Including Schools)

Notice for Bond Elections: Entities holding bond elections must provide additional notice per Section 4.003(f). A debt obligation order under Section 3.009 must be posted:

1. On election day and during early voting by personal appearance, in a prominent location at each polling place.
2. Not later than the 21st day before the election, in three public places in the boundaries of the political subdivision holding the election.
3. During the 21 days before the election, on the political subdivision's Internet website, prominently and together with the notice of the election and the contents of the proposition, if the political subdivision maintains an Internet website.

Notice for Counties, School Districts and Cities: Counties, school districts, and cities are required to publish their notice in a newspaper in accordance with Section 4.003(a)(1) (See B, above) and may also give any additional notice. (Sec. 4.003(c)). Counties, school districts and cities must also post notice on the governmental bulletin board used for posting notice of public

meetings, no later than Monday, April 17, 2017*. (Secs. 1.006, 4.003(b)). *Since the 21st day before the election falls on a Saturday, the deadline is extended to the next business day.

Note regarding branch early voting locations: The branch early voting locations are no longer a required part of your notice under the Texas Election Code. (Sec. 4.004).

Note for Home-Rule Charter Cities: Home-rule cities MUST also give notice as provided in their charters.

Note for Cities: Cities must choose **two weekdays** to be open for 12 hours during the regular early voting period. The city council must choose the two weekdays and the hours the site will be open, and include that information in the notice. (Sec. 85.005(d)).

Note for All Political Subdivisions, Except Counties & Cities:

The election notice shall be posted on the political subdivision's website, if the political subdivision maintains a website. The order and notice should include all days and hours for early voting by personal appearance including voting on **ANY** Saturday or Sunday. (Secs. 85.006 & 85.007).

NOTE - NEW LAW: Section 85.007, as amended by House Bill 2721 (2015) requires that the election notice, which includes the days and hours of early voting be posted on the political subdivision's website, if the political subdivision maintains a website.

Note for All Political Subdivisions, Except Counties:

The governing body of a political subdivision must deliver notice of the election to the county election officer and voter registrar of each county in which the political subdivision is located not later than the 60th day before election day, Tuesday, March 7, 2017. (Sec. 4.008).

11. Note of Extended Early Voting Hours and Branch Locations

Note for Cities: Cities must choose **two weekdays** for the main early voting polling place to be open for 12 hours during the regular early voting period. The city council must choose the two weekdays. (Sec. 85.005(d)). The city secretary may also order early voting on a Saturday or Sunday, and determine the hours for such Saturday or Sunday early voting. This must be done by written order. (Sec. 85.006(b), (c)). Notice of Saturday or Sunday early voting must be posted for at least 72 hours immediately preceding the first hour that voting will be conducted. (Sec. 85.007(b)). The city secretary **must** have early voting on Saturday or Sunday, *if a written request* is received from at least 15 registered voters of the city in time to comply with the posting requirement. (Sec. 85.006(d)).

Note for Counties: The county election officer may also order early voting on a Saturday or Sunday, and determine the hours for such Saturday or Sunday early voting. This must be done by written order. (Sec. 85.006(b), (c)). Notice of Saturday or Sunday early voting must be posted for at least 72 hours immediately preceding the first hour that voting will be conducted. (Sec. 85.007(b)).

Note for All Political Subdivisions, Except Counties & Cities: Voting on **ANY** Saturday or Sunday must be included in the order and notice of election. The order and notice must include the dates and hours of Saturday or Sunday voting. (Secs. 85.006, 85.007). The political subdivision **must** have early voting on Saturday or Sunday, *if a written request* is received from at least 15 registered voters of the political subdivision in time to comply with the posting requirement. (Sec. 85.006(d)).

NOTE ON NEW LAW: Section 85.007, as amended by House Bill 2721 (2015) requires that the election notice, which includes the days and hours of early voting be posted on the political subdivision's website, if the political subdivision maintains a website. This would include any Saturday or Sunday hours.

12. Note on Testing Tabulating Equipment

If a different polling place is being used from the previous election held by the same authority, a Notice of Previous Precinct must be posted at the entrance of the previous polling place informing voters of the current polling place location, if possible. (Sec. 43.062).

13. Note on Testing Tabulating Equipment

Note on Ballot Testing:

Once all candidate filing deadlines have passed, we recommend that you proof and test your ballot programming as soon as possible. Early testing will allow adequate time to locate any errors and make any necessary corrections in ballot programming. We also strongly suggest that you have candidates proof their names and offices before finalizing the ballot to avoid the necessity for last minute ballot corrections.

Note on Logic and Accuracy Test:

We recommend establishing a date to perform the first test of your electronic voting equipment (L&A, or Logic and Accuracy Test) as soon as possible. We recommend that this test be performed on a date that allows time to correct programming and

retest, if necessary. A notice of this test must be published by the custodian of the electronic voting equipment at least 48 hours before the date of the test. (Sec. 129.023; Tex. Sec'y of State Election Advisory No. 2014-06). The L&A test must be conducted not later than 48 hours before voting begins on a voting system. (Sec. 129.023).

Note on Testing Tabulating Equipment:

The automatic tabulating equipment used for counting ballots at a central counting station must be tested three times for each election. (Ch. 127, Subch. D). We recommend you test the equipment as soon as possible; early testing will allow adequate time to locate any errors and make any necessary corrections in programming. However, the first test **must be conducted at least 48 hours before** the automatic tabulating equipment is used to count ballots voted in the election. The second test shall be conducted immediately before the counting of ballots with the equipment begins. The third test must be conducted immediately after the counting of ballots with the equipment is completed. Please note that the custodian of the automatic tabulating equipment must publish notice of the date, hour, and place of the first test in a newspaper at least 48 hours before the date of the test. (Sec. 127.096). The electronic files created from the L&A testing are what must be used for testing the tabulating equipment. (Tex. Sec'y of State Election Advisory No. 2014-06)

Precinct tabulators must also be tested in accordance with the procedures set forth in Chapter 127, Subchapter D of the Texas Election Code to the extent those procedures can be made applicable. (Sec. 127.152; Tex. Sec'y of State Election Advisory No. 2014-06).

Our recommendation is that both L&A testing and testing of the automatic tabulating equipment take place prior to ballots by mail being sent out. However, should there be a reason to delay testing, please be advised that L&A testing must be conducted at least 48 hours before voting begins on a voting system. This means that L&A testing should be completed before early voting and possibly, before election day, if your election day system is different than your early voting system. Additionally, the automatic tabulating equipment may not be used to count ballots voted in the election until a test is successful.

For more information on testing tabulating equipment used at the central counting station, please see Chapter 127, Subchapter D of the Election Code and Tex. Sec'y of State Election Advisory No. 2014-06. See Chapter 129, Subchapter B of the Election Code and Tex. Sec'y of State Election Advisory No. 2014-06 for other types of testing such as functionality tests, logic and accuracy tests, tests for central accumulators, etc.

Calendar of events

December

Monday, December 19, 2016 (30th day before Wednesday, January 18, 2017, first day to file an application for a place on the ballot)

Cities, Schools, and Other Political Subdivisions: Post Notice of Deadline to File Applications for Place on the Ballot in a building in which the authority maintains an office. The notice must be posted not later than the 30th day before the first day to file. (Sec. 141.040; Sec. 49.113 Water Code).

NOTE - Water Districts: The notice must be posted at the district's administrative office or at the public place established by the district under Section 49.063 of the Water Code. (Sec. 49.113 Water Code).

January

Wednesday, January 18, 2017 (30th day before Friday, February 17, 2017, regular filing deadline for a place on the ballot)

First day to file an application for a place on the ballot. (Secs. 143.007, 144.005 Election Code; Secs. 11.055 and 130.082(g) Educ. Code). The following forms are available on the Secretary of State's website:

[Application for Place on City/School/Other Political Subdivision Ballot \(PDF\)](#)

[Petition for Place on the City General Election Ballot \(PDF\)](#)

NOTE: We are often asked how filing can begin if you have not yet ordered the general election. You do not need to order your general (regularly occurring) election in order for the filing period to begin.

February

Monday, February 6, 2017 (89th day before election day)

Last day for eligible political subdivisions to submit Notice of Exemption Under Section 61.013 or an Application of Undue Burden Status to the Secretary of State for exemption from the accessible voting system requirement. (Secs. 1.006, 61.013). For additional information, consult the most current advisory on this topic, Voting Accessibility Issues.

Tuesday, February 14, 2017 (81st day before election day; day before 2nd day before filing deadline)

If a candidate dies on or before this date, his or her name is not placed on the ballot, if the filing deadline is Friday, February 17, 2017. (Sec. 145.094(a)(1)).

Friday, February 17, 2017 (78th day before election day)

5:00 p.m. - Last day for a candidate in a political subdivision (other than a county) to file an application for a place on the ballot for general election for officers for most political subdivisions, except as otherwise provided by the Texas Election Code. (Secs. 143.007(c), 144.005(d); Sec. 11.055, Education Code; Chapter 286, Health & Safety Code). The following forms are available on the Secretary of State's website:

[Application for Place on City/School/Other Political Subdivision Ballot \(PDF\)](#)

[Petition for Place on the City General Election Ballot \(PDF\)](#)

NOTE: A home-rule city's charter may **not** provide an alternate candidate filing deadline. (Secs. 143.005(a), 143.007).

NOTE - City Offices with Four-Year Terms: If no candidate has filed for a city office with a four-year term, the filing deadline is extended to 5:00 p.m. on Friday, March 10, 2017. (Sec. 143.008).

NOTE: An application submitted by mail is considered to be filed at the time of its receipt by the appropriate filing authority. (Secs. 143.007(b), 144.005(b)).

NOTE - NEW LAW: Senate Bill 1703 (2015) amended the filing deadline to be the 78th day before election day. Therefore, the candidate deadline will fall on Friday, February 17, 2017. (See Sections 143.007, 144.005 and Section 11.055, Education Code, as amended.)

Deadline for political subdivisions to order a general election to be held on Saturday, May 6, 2017, unless otherwise provided by the Election Code. (Sec. 3.005). One of the following forms may be used:

[-Order of Election for Municipalities](#)

[-Order of Election for Other Political Subdivisions \(Including Schools\)](#)

The order must include:

1. The date of the election;
2. The offices or measures to be voted on;
3. The location of the main early voting polling place;
4. *(Recommended)* Branch early voting polling places (see [Note 10](#), above);
5. The dates and hours for early voting (recommended for counties and cities, but required for all other entities). (Cities must include the two designated weekdays for which early voting will be held for 12 hours);
6. The dates and hours of any Saturday and Sunday early voting (if applicable, it is recommended that this information be included in the order for counties and cities, but it must be included for all other entities); and
7. The early voting clerk's official mailing address.

NOTE - NEW LAW: HB 1927 (2015) amended Section 84.007 to allow email transmission of a completed, scanned application for a ballot by mail containing an original signature and to require the early voting clerk to designate an email address for receipt of such applications. Therefore, **we recommend that the order of the election also include the email address at which the early voting clerk may receive applications** for a ballot by mail. For more information on email submission of the ABBM, see [Tex. Sec'y of State Election Advisory No. 2015-10](#).

An order for a debt obligation (bond) election must include (Sec. 3.009):

1. the proposition language that will appear on the ballot;
2. the purpose for which the debt obligations are to be authorized;
3. the principal amount of the debt obligations to be authorized;
4. that taxes sufficient to pay the annual principal of and interest on the debt obligations may be imposed;
5. a statement of the estimated tax rate if the debt obligations are authorized or of the maximum interest rate of the debt obligations or any series of the debt obligations, based on the market conditions at the time of the election order;
6. the maximum maturity date of the debt obligations to be authorized or that the debt obligations may be issued to mature over a specified number of years not to exceed 40;
7. the aggregate amount of the outstanding principal of the political subdivision's debt obligations as of the beginning of the political subdivision's fiscal year in which the election is ordered;
8. the aggregate amount of the outstanding interest on debt obligations of the political subdivision as of the beginning of the political subdivision's fiscal year in which the election is ordered; and
9. the ad valorem debt service tax rate for the political subdivision at the time the election is ordered, expressed as an amount per \$100 valuation of taxable property.

NOTE - NEW LAW: Senate Bill 1703 (2015) amended the ordering deadline for a general election or a special measure election to be the 78th day before election day.

NOTE - NEW LAW: Section 85.007, as amended by House Bill 2721, requires that the election notice, which includes the days and hours of early voting be posted on the political subdivision's website, if the political subdivision maintains a website.

Recommended date to order the lists of registered voters from the county voter registrar. The list should include both the voters' residences and mailing addresses in order to conduct early voting by mail. (Sec. 18.006).

Recommended date to confirm telephone number for the county voter registrar's office on election day.

Recommended date to order election supplies. (Subchapter A, Chapter 51).

Recommended date to appoint presiding and alternate judges. Currently, the Election Code does not establish a deadline for appointing election officials; there is only a notification deadline. For further information concerning procedures for appointing judges and their alternates, see Sections 32.005, 32.008, and 32.011. General eligibility requirements are found in Subchapter C, Chapter 32. In addition to appointing a judge and alternate judge for each election precinct pursuant to Sections 32.001 and 32.005, the governing body must allow the judge to appoint no less than two clerks; however, the alternate judge must serve as one of the clerks as a matter of law. (Secs. 32.032, 32.033). The presiding judge then appoints an additional clerk(s), but not more than the maximum set by the governing body. (Sec. 32.033). Presiding judges and their alternates must be given a Notice of Appointment not later than the 20th day after the appointment is made. (Sec. 32.009). If the appointment is for a single election, the notice may be combined with the Writ of Election, which is required to be delivered to each presiding judge not later than the 15th day before the election, Friday, April 21, 2017. (Sec. 4.007, 32.009(e)). If the notices are combined, both must be delivered by the date required by the earlier notice.

NOTE - Water Districts: A water district is not required to provide a Notice of Appointment to a presiding judge, as required under Section 32.009, but must provide a Writ of Election. (Sec. 4.007; Sec. 49.110, Water Code)

Recommended date to appoint the central counting station personnel, if applicable. (Secs. 127.002, 127.003, 127.004, and 127.005). There is no statutory notice requirement for members of the central counting station, but good practice suggests that written notice be given to them.

Recommended date to appoint the presiding judge of the early voting ballot board or to designate the election workers of one election precinct to serve as the early voting ballot board. (Secs. 87.001, 87.002, and 87.004). There is no statutory notice requirement for members of the early voting ballot board, but good practice suggests that written notice be given to them.

Tuesday, February 21, 2017 (74th day before election day)

5:00 p.m. - Deadline for write-in candidates to file Declarations of Write-In Candidacy for regular officers for city, school district, library district, junior college district, hospital district, common school districts, Chapter 36 and 49 Water Code districts, and other political subdivision elections, unless otherwise provided by law. (Secs. 144.006(b)(2), 146.054(b)(2), 146.055, 146.083, Election Code; Secs. 11.056, 11.304, 130.0825, Education Code; Secs. 326.0431, 326.0432, Local Government Code; Sec. 285.131, Health and Safety Code; and Secs. 36.059, 49.101, 63.0945, Water Code).

NOTE: An application by mail is considered to be filed at the time of its receipt by the appropriate filing authority. (Secs. 143.007(b), 144.005(b)).

NOTE - NEW LAW: Senate Bill 1703 (2015) amended the filing deadline to be the 74th day before election day for write-in candidates for cities and other political subdivisions. (See Sections 144.006 and 146.054, as amended.)

NOTE: The amended write-in declaration deadline for most local entities is now the 74th day before election day. As the laws were amended to apply to elections held on a uniform date other than the November even-numbered year election date, this means that the 74th day is also the deadline for a write-in declaration for a special election. See especially Sections 144.006, 146.054, as amended.

Wednesday, February 22, 2017 (73rd day before election day)

Recommended first day that an election may be cancelled if all filing deadlines have passed and each candidate for an office listed on the ballot is unopposed. (Sec. 2.052). This recommendation presumes a filing deadline of Friday, February 17, 2017 and a write-in deadline of Tuesday, February 21, 2017. Special elections may have different deadlines, and may now be cancelled separately. For more information on cancellation of elections, please see the Secretary of State's Advisory - Cancellation of Election for Local Political Subdivisions (Not County).

NOTE - Political Subdivision Holding a Special Election to Fill a Vacancy: If you are having a special election fill a vacancy for an unexpired (partial) term, you must not cancel the special election until after all deadlines to file for a special vacancy election has passed. (Reminder: The cancellation procedures allow general and special elections to be considered separate elections for cancellation purposes. If the elections are separated, note there are procedures related to listing unopposed



CITY OF LAVON CITY COUNCIL Agenda Brief

MEETING: January 17, 2017

ITEM: 8-A

Item:

Discussion and action regarding the first reading of Resolution No. 2017-01-03 authorizing the Lavon Economic Development Corporation to expend funds for an incentive to Exint Inc., 4812 Rancho del Norte Trail, McKinney, TX 75075 for up to 50% of the cost of constructing a sanitary sewer line from main street to a proposed retail center facing Lake Road, such incentive to not exceed \$21,500.00.

Background:

The Local Government Code provides that a Type B economic development corporation may undertake a project with the City Council's approval.

Excerpt: LOCAL GOVERNMENT CODE

Sec. 505.158. PROJECTS RELATED TO BUSINESS DEVELOPMENT IN CERTAIN SMALL MUNICIPALITIES.

(a) For a Type B corporation authorized to be created by a municipality with a population of 20,000 or less, "project" also includes the land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the corporation's board of directors to promote new or expanded business development.

(b) A Type B corporation may not undertake a project authorized by this section that requires an expenditure of more than \$10,000 until the governing body of the corporation's authorizing municipality adopts a resolution authorizing the project after giving the resolution at least two separate readings.

The Board of Directors of the Lavon Economic Development Corporation (LEDC) approved a project at their September 12, 2016 meeting and is seeking the Council's approval of the project to assist a proposed commercial development with a participation agreement for infrastructure costs not to exceed \$21,500.00. The infrastructure will be dedicated to the City. The LEDC has allocated the funds in the annual budget.

The Resolution requires two readings; the second reading is scheduled for February 7, 2017.

Attachments: Resolution and Agreement
LEDC Board Minutes – September 12, 2016
Cost/Benefit Analysis relating to the project
Project exhibits

January 12, 2017

CITY OF LAVON, TEXAS
RESOLUTION NO. 2017-01-03

LEDC – Exint Project Funding Assistance

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAVON, TEXAS AUTHORIZING THE LAVON ECONOMIC DEVELOPMENT CORPORATION TO EXPEND FUNDS FOR AN INCENTIVE TO EXINT INC. 4812 RANCHO DEL NORTE TRAIL, MCKINNEY, TX 75075 FOR UP TO 50% OF THE COST OF CONSTRUCTING A SANITARY SEWER LINE FROM MAIN STREET TO A PROPOSED RETAIL CENTER FACING LAKE ROAD, SUCH INCENTIVE TO NOT EXCEED \$21,500.

WHEREAS, on September 12, 2016, the Board of Directors of the Lavon Economic Development Corporation (LEDC) voted unanimously to approve an incentive to Exint, Inc. for up to 50% of the cost of constructing a sanitary sewer line, not to exceed \$21,500.00; and

WHEREAS, on January 9, 2017, the Board of Directors of the Lavon Economic Development Corporation (LEDC) affirmed the approval of an incentive to Exint, Inc. for up to 50% of the cost of constructing a sanitary sewer line, not to exceed \$21,500.00, as amended; and

WHEREAS, the LEDC allocated funds in the budget to provide an incentive: and

WHEREAS, the Texas Local Government Code, Section 505.158 establishes the authority for the LEDC to undertake certain projects with the City Council’s approval; and

WHEREAS, the sanitary sewer line that Exint constructs will be dedicated to the City of Lavon as a part of the sanitary sewer system.

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

SECTION 1. That the City Council does hereby authorize the Lavon Economic Development Corporation to expend funds for an incentive to Exint Inc., 4812 Rancho Del Norte Trail, McKinney, TX 75075 for up to 50% of the cost of constructing a sanitary sewer line from Main Street to a proposed retail center facing Lake Road, such incentive to not exceed \$21,500.

SECTION 2. That this resolution shall take effect from and after the date of the second reading.

FIRST READING: January 17, 2017 **SECOND READING:** _____

DULY PASSED AND APPROVED THIS THE _____ DAY OF FEBRUARY, 2017.

Charles A. Teske, Jr.
Mayor

ATTEST: _____
Kim Dobbs
City Administrator | City Secretary

ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT

THIS Economic Development Incentive Agreement (this "Agreement") by and between the LAVON ECONOMIC DEVELOPMENT CORPORATION, a Texas non-profit development corporation (the "EDC"), and EXINT, Inc., a Texas corporation, (the "Company"), (hereinafter the EDC and Company may be referred to as "Party" and collectively as the "Parties") for the development and expansion of a Sanitary Sewer Line is executed as of this _____ day of _____, 2017 (the "Execution Date").

WHEREAS, the Company currently owns, Lot 6R-3, Block A, Lavon Business Park, an approximate 1.2283 acre undeveloped tract of land located within the city limits of the City of Lavon, Texas (the "City") and more particularly described as in **Exhibit "A"**, a Final Plat of the Lavon Business Park, a copy of which is attached hereto and incorporated herein for all purposes (the "Property"); and

WHEREAS, the EDC has determined that contributing to the construction of a sanitary sewer line within and adjacent to the Property and providing a grant of funds in an amount up to fifty percent (50%) of the actual cost of construction of the six inch (6") sanitary sewer line described more specifically in this Agreement or **TWENTY ONE THOUSAND FIVE HUNDRED AND NO/100 DOLLARS (\$21,500.00)**, whichever is less (the "Grant") to the Company in exchange for the Company's performance of the terms and conditions contained herein will promote local economic development, including development of the Property, and stimulate business and commercial activity and create jobs within the City (the "Project"); and

WHEREAS, development of the Property will generate new ad valorem taxes; and

WHEREAS, the EDC has determined that the Project will directly establish a public purpose and that all transactions involving the use of EDC funds and resources in the establishment and administration of the Project contain controls likely to ensure that public purpose is accomplished; and

WHEREAS, Article III, Section 52-a of the TEXAS CONSTITUTION and Chapter 380 of TEXAS LOCAL GOVT. CODE provide constitutional and statutory authority for establishing and administering the Program to provide grants or incentives of public money to promote local economic development and to stimulate business and commercial activity in the City.

NOW THEREFORE, in consideration of the foregoing and the mutual agreements, covenants, and payments authorized herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Incorporation of Premises.** The above and foregoing recitals and findings are true and correct and are hereby incorporated into this Agreement and made a part hereof for all purposes.

2. **Contributions and Obligations.** The Parties desire to achieve construction of a six inch (6”) sanitary sewer line and associated infrastructure to be constructed from a manhole at the northeast corner of Lake Road and Main Street running along Lake Road and then to the Property to provide service to a Nine Thousand Two Hundred (9,200) square foot shopping center located upon Lot 6R-3 Block A, Lavon Business Park, in accordance with the Water and Sewer Plan, a copy of which is attached hereto and incorporated herein as **Exhibit “B”**, (hereinafter “Sanitary Sewer Line”), to serve the Property within the City of Lavon, such construction to be accomplished by the following obligations and contributions:

A. Company’s Obligations

In consideration of the EDC entering into this Agreement providing for the payment of funds constituting the Grant to the Company under the terms and conditions set forth herein, the Company agrees to:

- i. Not later than 6 months after execution of this Agreement, Company shall commence construction of the Sanitary Sewer Line, such construction to be:
 - a. in accordance with plans approved by the City,
 - b. once commenced, diligently pursued to completion, in accordance with subsection (c) below, with completion of the Sanitary Sewer Line not later than twelve (12) months after commencement of construction, and
 - c. dedicated to and accepted by the City following completion of construction and final inspection with the execution of any bonds in accordance with City regulations relative to the construction of public infrastructure; and
- ii. Dedicate, at no cost to the City, a variable width easement and any necessary construction easement for the Sewer Line (the “Easement”) located on the Property and as depicted on **Exhibit “B”** and procure, at no cost to the EDC or the City, any and all easements, including but not limited to offsite easements, to complete the Sanitary Sewer Line in accordance with **Exhibit B**. Company shall execute the necessary City provided documents for Easement dedication prior to receiving payment under Section 2(B) of this Agreement.
- iii. Submit to the EDC, receipts and invoices evidencing the cost of actual construction of the Sanitary Sewer Line in a form acceptable to the EDC (the “Documentation”).
- iv. Complete construction of a minimum Nine Thousand Two Hundred (9,200) square foot commercial building (the “Building”) on the Property, as evidenced by an approved final inspection of the City, not later than twelve (12) months from the effective date of this Agreement. Additionally, complete construction of all improvements and open a fully operational Domino’s Pizza Restaurant within the Building no later than twelve (12) months from the effective date of this Agreement.
- v. Employ at least one (1) employee working an average of thirty (30) hours per week at the Dominos Restaurant for twelve (12) months after opening of the Dominos Restaurant, and provide the EDC written evidence, in a form reasonably acceptable to the EDC, of such employment.

- vi. Covenant and certify that the Company will not knowingly employ an undocumented worker as that term is defined by Section 2264.01(4) of the TEXAS GOVERNMENT CODE. If after receiving a Grant payment, the Company is convicted of a violation under 8 U.S.C. SECTION 1324a(f), the Company shall repay to the EDC the full amount of the Grant payments made under this Agreement, plus eight percent (8%) interest per annum from the date the Grant was made. Repayment shall be paid within one hundred twenty (120) days after the date the Company receives notice of violation from the City. Pursuant to Section 2264.101(c), TEXAS GOVERNMENT CODE, a business is not liable for a violation of Chapter 2264 by a subsidiary, affiliate, or franchisee of the business, or by a person with whom the business contracts.

B. Grant by the EDC.

In exchange for the Company's compliance with all terms and provisions of this Agreement, the EDC shall, as an incentive: (i) following acceptance of the Sanitary Sewer Line, and dedication of the Easement, and receipt of the Documentation, reimburse the Company funds in an amount up to fifty percent (50%) of the actual cost of construction of **Sanitary Sewer Line** or **TWENTY ONE THOUSAND FIVE HUNDRED AND NO/100 DOLLARS (\$21,500.00)**, whichever is less (the "Grant"), and (ii) notwithstanding the foregoing, no Grant payment shall be made until the Company has completed construction of the Sanitary Sewer Line within the timeframe set forth in **Section 2(A)** of this Agreement, the Easement is dedicated, the City has accepted the Sanitary Sewer Line, and the Documentation has been submitted. The EDC shall have the right not to pay, to delay the payment of, or to recover all or a portion of the Grant if Company fails to construct the Building and hire one (1) employee in accordance with the requirement and timeframes in **Sections 2(A)(iv)** and **2(A)(v)** of this Agreement.

3. Termination and Default.

The Company is considered to be in default if the Company fails to fulfill its obligations under **Section 2(A)** of this Agreement. The EDC is considered to be in default if it fails to fulfill its obligations under **Section 2(B)** of this Agreement. If either the Company or the EDC defaults (a "Default"), the defaulting Party shall cure such Default within thirty (30) days after the delivery of written notice of such Default from the other Party, or if such failure cannot be cured within such thirty (30) day period in the exercise of all due diligence, then if the defaulting Party commences an attempt to cure within such thirty (30) day period, such longer period as the Party thereafter continues diligently to prosecute the cure of such Default. If the Company receives the Grant payment but fails to comply with the provisions contained in **Section 2(A)(iv)** and **2(A)(v)** of this Agreement, then the EDC shall deliver a ten (10) day notice of default and right-to-cure. If the Default is not cured within the ten (10) day period, the EDC, after formal action of its Board of Directors, may terminate this Agreement upon written notice to the Company without any obligation to comply with the terms of this Agreement. Within thirty (30) days after written notice of termination of this Agreement is provided to the Company by the EDC, the Company shall repay to the EDC the amount of the Grant payments disbursed to the Company. If the Company fails to repay to the EDC any amounts due under this Agreement, the Company shall be obligated

to pay all legal costs and reasonable attorney's fees of the EDC associated with the enforcement of this Agreement and the costs to recover any unpaid amounts due under this Agreement.

If the EDC does not cure a Default in the period specified in this Agreement, the Company may terminate this Agreement.

4. Indemnification.

THE COMPANY IN PERFORMING ITS OBLIGATIONS UNDER THIS AGREEMENT IS ACTING INDEPENDENTLY, AND THE EDC ASSUMES NO RESPONSIBILITIES OR LIABILITIES TO THIRD PARTIES IN CONNECTION WITH THE PROPERTY, SANITARY SEWER LINE, BUILDING OR OTHER IMPROVEMENTS. THE COMPANY AGREES TO INDEMNIFY, DEFEND, AND HOLD HARMLESS THE EDC, ITS OFFICERS, AGENTS, EMPLOYEES, AND VOLUNTEERS IN BOTH THEIR PUBLIC AND PRIVATE CAPACITIES, FROM AND AGAINST CLAIMS, SUITS, DEMANDS, LOSSES, DAMAGES, CAUSES OF ACTION, AND LIABILITY OF EVERY KIND, INCLUDING, BUT NOT LIMITED TO, EXPENSES OF LITIGATION OR SETTLEMENT, COURT COSTS, AND ATTORNEYS' FEES WHICH MAY ARISE DUE TO ANY DEATH OR INJURY TO A PERSON OR THE LOSS OF, LOSS OF USE, OR DAMAGE TO PROPERTY, ARISING OUT OF OR OCCURRING AS A CONSEQUENCE OF THE PERFORMANCE OF THIS AGREEMENT.

5. General Provisions.

- a. **Representations and Warranties.** The Company represents and warrants to the EDC that it has the requisite authority to enter into this Agreement.
- b. **Sections or Other Headings.** Sections or other headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.
- c. **Amendment.** This Agreement may only be amended, altered, or revoked by written instrument signed by the Company and the EDC after approval by its Board of Directors.
- d. **Assignment.** Other than a collateral assignment by the Company to a lender, this Agreement may not be assigned by any Party without the express written consent of the other Party, which consent shall not be unreasonably withheld or delayed. The provisions hereof shall inure to the benefit of and be binding upon the Parties and their respective successors and assigns.
- e. **Binding Agreements; Successors and Assigns.** This Agreement shall be binding on and inure to the benefit of the Parties, their respective successors and assigns. The Company may assign all or part of its rights and obligations hereunder only upon prior written approval of the EDC, which approval shall not be unreasonably withheld or delayed.

- f. **Notice.** Any notice and/or statement required and permitted to be delivered shall be deemed delivered by depositing same in the United States mail, certified with return receipt requested, postage prepaid, addressed to the appropriate Party at the following addresses, or at such other addresses provided by the Parties in writing:

COMPANY: EXINT, INC.
4812 Rancho Del Norte Trail
McKinney, TX 75075
Telephone: 469-999-1288

EDC: Lavon Economic Development Corporation
P.O. Box 340
120 School Road
Lavon, TX 75166
Attention: Executive Director
Telephone: 214-934-7190

with copy to:

Messer, Rockefeller & Fort
Attn: Andy Messer
6351 Preston Road
Suite 350
Frisco, TX 75034
Telephone: 972-668-6400
Facsimile: 972-668-6414
E-mail: andy@txmunicipallaw.com

- g. **Interpretation.** Regardless of the actual drafter of this Agreement, this Agreement shall, in the event of any dispute over its meaning or application, be interpreted fairly and reasonably, and neither more strongly for or against any Party.
- h. **Applicable Law.** This Agreement is made, and shall be construed and interpreted under the laws of the State of Texas without regard to any conflict of law rules, and venue shall lie in Collin County, Texas.
- i. **Dispute Resolution.** Prior to instituting any legal action against the other in relation to any matter arising out of this Agreement, the Company and the EDC shall submit each material dispute to non-binding mediation with a mutually agreed upon mediator.
- j. **Obligations to Defend Validity of Agreement.** If litigation is filed by an unaffiliated third party against the Company or the EDC in an effort to enjoin any Party's performance of this Agreement, as long as the Company is not in default of this Agreement, the Parties hereto shall take reasonable steps to support and defend the validity of this Agreement. Any Party may intervene in any such matter in which another party hereto has been named as a defendant. Each Party shall be responsible for its legal costs.

- k. **Severability.** In the event any provision of this Agreement is illegal, invalid, or unenforceable under present or future laws, then, and in that event, it is the intention of the Parties that the remainder of this Agreement shall not be affected thereby, and it is also the intention of the Parties to this Agreement that in lieu of each clause or provision that is found to be illegal, invalid, or unenforceable a provision be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision found to be illegal, invalid or unenforceable.
- l. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be considered an original, but all of which shall constitute one instrument.
- m. **Force Majeure.** If any Party shall be delayed or hindered in or prevented from the performance of any act required hereunder by reason of strikes, lock-outs, inability to procure materials, failure of power, governmental moratorium or other governmental action or inaction (including, failure, refusal or delay in issuing permits, approvals or authorizations), injunction or court order, terrorist attacks, riots, insurrection, war, fire, earthquake, flood or other natural disaster or other reason of a like nature not the fault of the Party delaying in performing work or doing acts required under the terms of this Agreement (but excluding delays due to financial inability), then performance of such act shall be excused for the period of the delay and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay.
- n. **Independent Parties.** Nothing contained in this Agreement shall be deemed or construed to create the relationship of principal and agent or of partnership or joint venture or of any association whatsoever between the Parties.
- o. **No Rights Conferred on Others.** Nothing in this Agreement shall confer any right upon any person other than the EDC and the Company and no other person is considered a third party beneficiary to this Agreement.
- p. **Approval Not Guaranteed.** Nothing contained in this Agreement shall be construed as obligating the City to approve any application required for development of the Property that is not in conformity with the City's adopted development regulations.
- q. **Purpose of Incentives.** The purpose of the incentives under this Agreement is to provide a public benefit to the community-at-large by facilitating the construction of infrastructure to create a positive economic development environment for the development the Property and adjacent tracts of land. The availability of infrastructure is intended to secure long-term economic benefits for the City's community-at-large by attracting new business and commercial activity to the City. Such public benefits include, but are not limited to, increases in revenue for the City, the County and the State of Texas and increased employment opportunities for residents of the City and the County.

- r. **Entire Agreement.** This Agreement contains the entire agreement between the Parties with respect to the Program.
- s. **Waiver.** No term or condition of this Agreement shall be deemed to have been waived, nor will there be any estoppel to enforce any provision of this Agreement, except by written instrument of the Party charged with such waiver or estoppel.
- t. **Approval by the EDC.** This Agreement was approved by the Board of Directors of the Lavon Economic Development Corporation at its meeting on _____, 2017.

(SIGNATURE PAGES FOLLOW)

EXECUTED on this _____ day of _____, 2017.

LAVON ECONOMIC DEVELOPMENT CORPORATION

By: _____
Kay Wright, President

APPROVED AS TO FORM:

Wm. Andrew Messer, City Attorney

STATE OF TEXAS)
COUNTY OF COLLIN)

PERSONALLY APPEARED BEFORE ME, the undersigned authority in and for the jurisdiction aforesaid, **KAY WRIGHT**, who, having been by me first duly sworn, stated on his oath that She is President of **LAVON ECONOMIC DEVELOPMENT CORPORATION**, and that she executed and delivered the above and foregoing Economic Development Incentive Agreement on the day and year therein on behalf of said corporation after having been duly authorized to do so as its true and voluntary act and deed.

SWORN TO AND SUBSCRIBED BEFORE ME, this the ____ day of _____, 2017.

NOTARY PUBLIC

My Commission Expires:

(SIGNATURE PAGE CONTINUED BELOW)

EXECUTED on this _____ day of _____, 2017.

COMPANY:
EXINT, INC.
A Texas corporation

By: _____
_____, _____

STATE OF TEXAS)
COUNTY OF _____)

PERSONALLY APPEARED BEFORE ME, the undersigned authority in and for the jurisdiction aforesaid, _____, who, having been by me first duly sworn, stated on his oath that he is President of **EXINT, INC.** a _____ (State) corporation, and that he executed and delivered the above and foregoing Economic Development Incentive Agreement on the day and year therein on behalf of said corporation after having been duly authorized to do so as its true and voluntary act and deed.

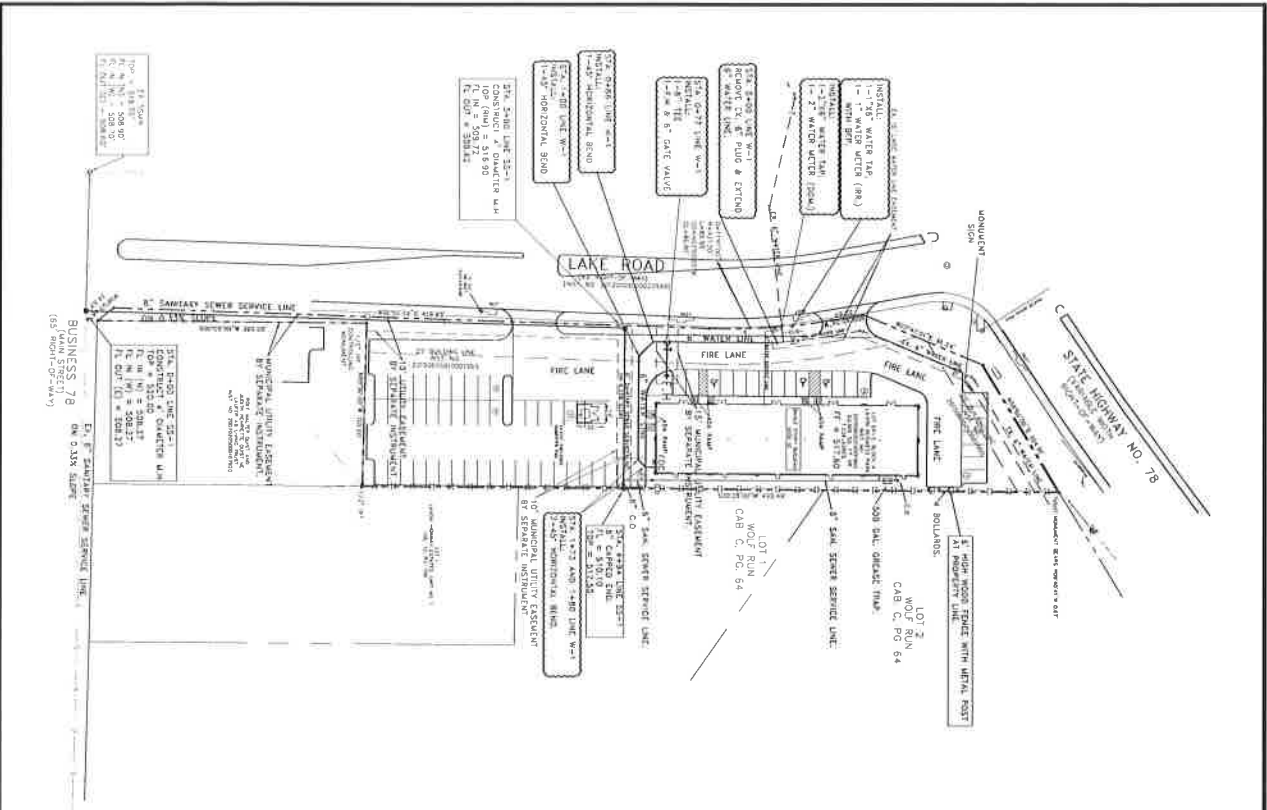
SWORN TO AND SUBSCRIBED BEFORE ME, this the ____ day of _____, 2017.

NOTARY PUBLIC

My Commission Expires:

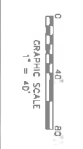
**EXHIBIT A
“PROPERTY”**

EXHIBIT B
“WATER AND SEWER PLAN”



500	STA. 4+94 LINE SS-1 FL = 510.10	8" CAPPED END CLEANOUT
505	STA. 4+80 LINE SS-1 FL = 510.08	6" PVC LATERAL CONNECTION.
510	STA. 4+60 LINE SS-1 FL = 509.77	CONSTRUCT 4' DIAMETER M.H. TOP (RIM) = 516.90
515	STA. 3+80 LINE SS-1 FL OUT = 509.62 FL IN = 509.72	
520	STA. 3+00 LINE SS-1 FL = 509.44	
	STA. 2+00 LINE SS-1 FL = 509.07	PROPOSED GRADE
	STA. 1+00 LINE SS-1 FL = 508.70	8" PVC SANITARY SEWER LINE ON 0.33% SLOPE.
	STA. 0+00 LINE SS-1 FL IN (N) = 508.37 FL IN (W) = 508.27 FL OUT = 508.27	CONSTRUCT 4' DIAMETER M.H. TOP (RIM) = 526.00

BENCHMARK: 15' x 4" x 4" SET ON A 6" DIA. PIPE
 1" BELOW EAST SIDE OF LANE ROAD ADJACENT TO THE
 SUBJECT PROPERTY JUST SOUTH OF THE MEDIAN OPENING.
 ELEVATION = 151.66

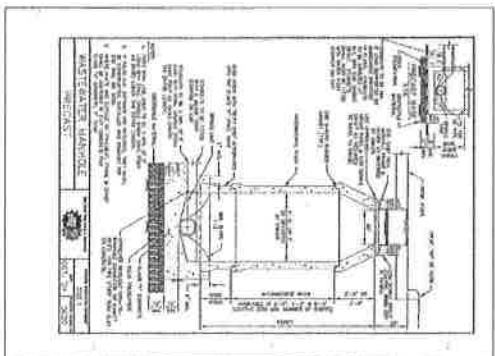
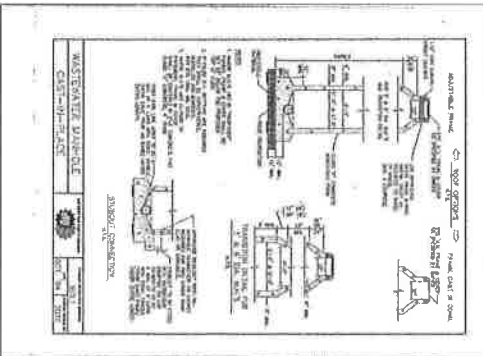
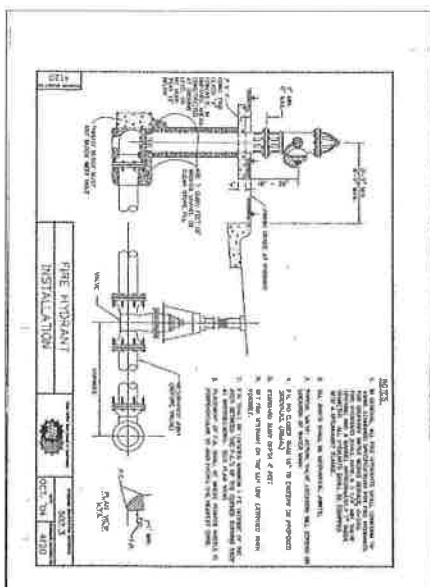
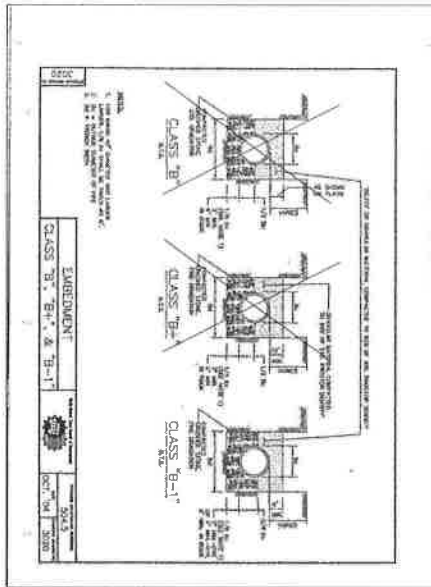
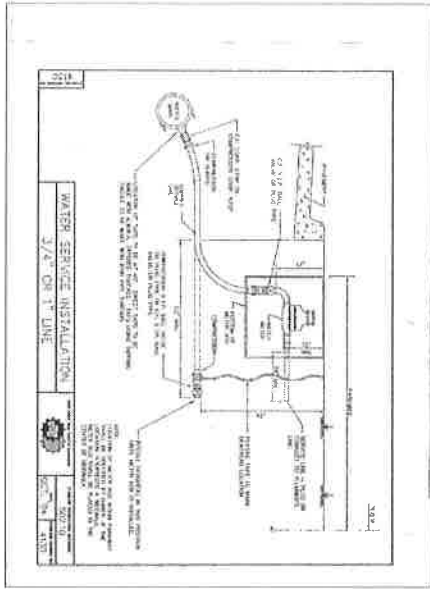
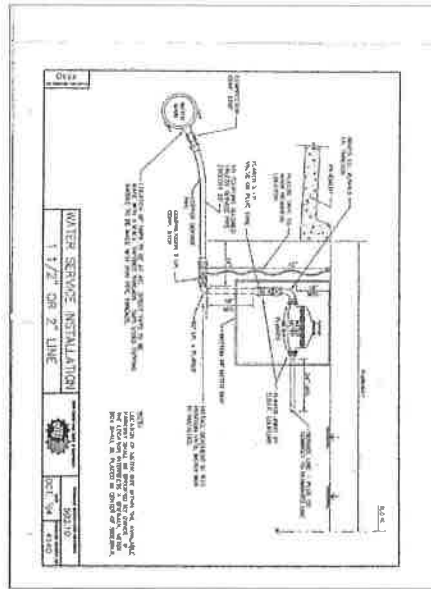


DATE: 1-3-2017
 5 OF 12
 SHEET NUMBER



JAHVANI CONSULTING ENGINEERS, INC.
 TPEC REGISTRATION NO. F-10196
 2121 N. JOSEY LANE, #100
 CARROLLTON, TEXAS 75006
 TEL: (214) 718-9469
 jahvani@hotmail.com

DOMINO PIZZA
 LOTS 6R-3, BLOCK A, LAVON BUSINESS PARK
 LAVON, TX 76106



	<p>JAHVANI CONSULTING ENGINEERS, INC. TBPCC REGISTRATION NO. F-10198</p> <p>2121 N. JOSEY LANE, #100 CARRILTON, TEXAS 75006 TEL. (214) 718-9469 jahvani@hotmail.com</p>	<p>DOMINO'S PIZZA LOTS 6R-3, BLOCK A, LAVON BUSINESS PARK LAVON, TX 76106</p>
<p>DATE: 1-5-2012</p>	<p>SCALE: 1" = 4'</p>	<p>12 OF 12 SHEET NUMBER</p>



Lavon Economic Development Corporation Meeting Minutes Sept 12, 2016

I. MEETING CALLED TO ORDER AT 7:00pm BY LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD PRESIDENT

Members Present:

Place One	Kay Wright
Place Three	Bill Sargent
Place Four	Jimmie Catravas
Place Five	John Balfour
Place Six	Linda Jangula

Liaison: Vicki Sanson

<i>Members absent</i>	Place Two	Chris Kane
	Place Seven	David Piekarski

<i>Administrative Staff Present:</i>	Micki Hollien
<i>Executive Director Present:</i>	Pam Mundo

<i>Visitors:</i>	Gene Jangula
<i>Quorum is present</i>	

II. LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD PRESIDENT WRIGHT LED THE ECONOMIC DEVELOPMENT CORPORATION IN THE PLEDGE OF ALLEGIANCE

III. LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD PRESIDENT WRIGHT LED THE LAVON ECONOMIC DEVELOPMENT CORPORATION IN THE INVOCATION

IV. ITEMS OF INTEREST AND COMMUNICATION

- *Football brochure presented to board*
- *Film Friendly ordinance sent to the state by the City*
- *CISD Twitter by Dr.Nevins provides excellent information*

V. CONSENT AGENDA

Approval of Aug 22, 2016 Economic Development Board Meeting minutes



Lavon Economic Development Corporation Meeting Minutes

Sept 12, 2016

- *Director Catravas made motion to accept the minutes*
- *Director Sargent seconded the motion*
- *Accepted by directors Catravas, Jangula, Sargent, & Wright*
- *Director Balfour abstained*
- *Vote carried*

VI. PUBLIC RECOGNITION - none

VII. PUBLIC COMMENTS - none

VIII. PUBLIC HEARING

The Economic Development Corporation Board shall conduct a public hearing in accordance with the Texas Local Government Code Chapter 05, Section 505.159 in regards to the authorization of up to 50% of the cost of a sanitary sewer line but no more than \$21,500.00 for a sanitary sewer line along Lake Rd from Main St to an 8,000 square foot retail center

OPENED: 7:10pm
No comments were presented
CLOSED: 7:12pm

IX. ITEMS FOR DISCUSSION

A. The Economic Development Corporation Board to discussions and plans for Small Business Saturday in Lavon on Nov 26, 2016

- *President Wright canvassed the strip mall and explained the event and got positive feed back*
- *We have gym and pavilion reserved Fri, Sat and Sun that weekend*
- *Need to get as many people and businesses involved as possible*
- *Name for event is "Small Business Christmas"*
- *For "space" only \$15, for "booth/table", \$25*
- *Event to be held from noon to 6pm*



Lavon Economic Development Corporation Meeting Minutes

Sept 12, 2016

- Set up 10am
- 6ft table cost is \$7.50

B. The Economic Development Corporation Board to discuss a request from Lavon City Council about sharing our web site with the City of Lavon

- *Director Jimmie Catravas researched cost of new web site(s). The Board generally wanted two separate sites: one for City and one for EDC. The cost of a new web site from Civic Plus and others is beyond the present budget. Two web sites not possible until the City grows and until there is a larger budget to handle the cost of two web sites.*

C. The Economic Development Corporation Board to discuss prospect updates

- *The City has the building permit ready to issue to John Main for his 12,000 sf building*
- *For the 400 acres Bluff Creek Ranch project first step is the annexation.*
- *Danny McCarthy, while owning the property sold the business to chon & Gregory*
- *"Corner Store: is considering a new site which is to the east of L & D motors*
- *Heng Li is moving forward with his project for the 8,000 sf retail center*
- *200 acres on FM 6 and SH 78 still available for sale and has 2 prospects interested*
- *NTCAR trade show was successful, Bushes Chicken is looking for new locations.*

X. ITEMS FOR CONSIDERATION AND ACTION

A. The Economic Development Corporation Board to consider and act on memberships to TEDC for board members at a cost of \$125 each

Tabled at this time



Lavon Economic Development Corporation Meeting Minutes Sept 12, 2016

- B. The Economic Development Corporation Board to consider and act on approval of an incentive to Exint Inc 4812 Rancho Del Norte Trail, McKinney, TX 75075 for up to 50% of the cost of constructing a sanitary sewer line but not exceeding \$21,500 and to request a budget amendment approval from the City of Lavon to authorize the provision for this incentive and to authorize the Executive Director to have an agreement prepared by the LEDC attorney to authorize the incentive. The budget amendment shall be to add a line item of \$21,500 to the sanitary sewer line with funds taken from line 7.3 incentives which currently has \$29,500.**

A cost/benefit analysis was present and discussed..

- *Director Janula made the motion to approve an incentive to Exint Inc. 4812 Rancho Del Norte Trail, McKinney, TX 75075 for up to 50% of the cost of constructing a sanitary sewer line but not exceeding \$21,500 and to request a budget approval from the City of Lavon to authorize the provision for this incentive and to authorize the Executive Director to have an agreement prepared by the LEDC attorney to authorize the incentive. The budget proposal shall be to add a line item of \$21,500 to the sanitary sewer line with funds taken from line 7.3 incentives which currently has \$29.500.*
- *Director Catravas seconded the motion*
- *Accepted by directors Balfour, Catravas, Jangula, Sargent and Wright*
- *Vote carried by unanimous vote*

- XI. SETTING FUTURE MEETINGS AND AGENDAS**
Economic Development Corporation Board members and staff may request items to be placed on a future agenda or




Lavon Economic Development Corporation Meeting Minutes Sept 12, 2016

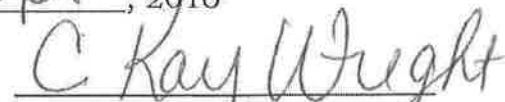
request a special meeting be called. Each request that passes by a majority vote will be placed on the schedule by the Board Secretary.

BOARD PRESIDENT TO ADJOURN ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING AT 8:41pm

Duly passed and approved on this 26 day of Sept, 2016

Attest:


Jimmie Catravas, Secretary


Kay Wright, Board President

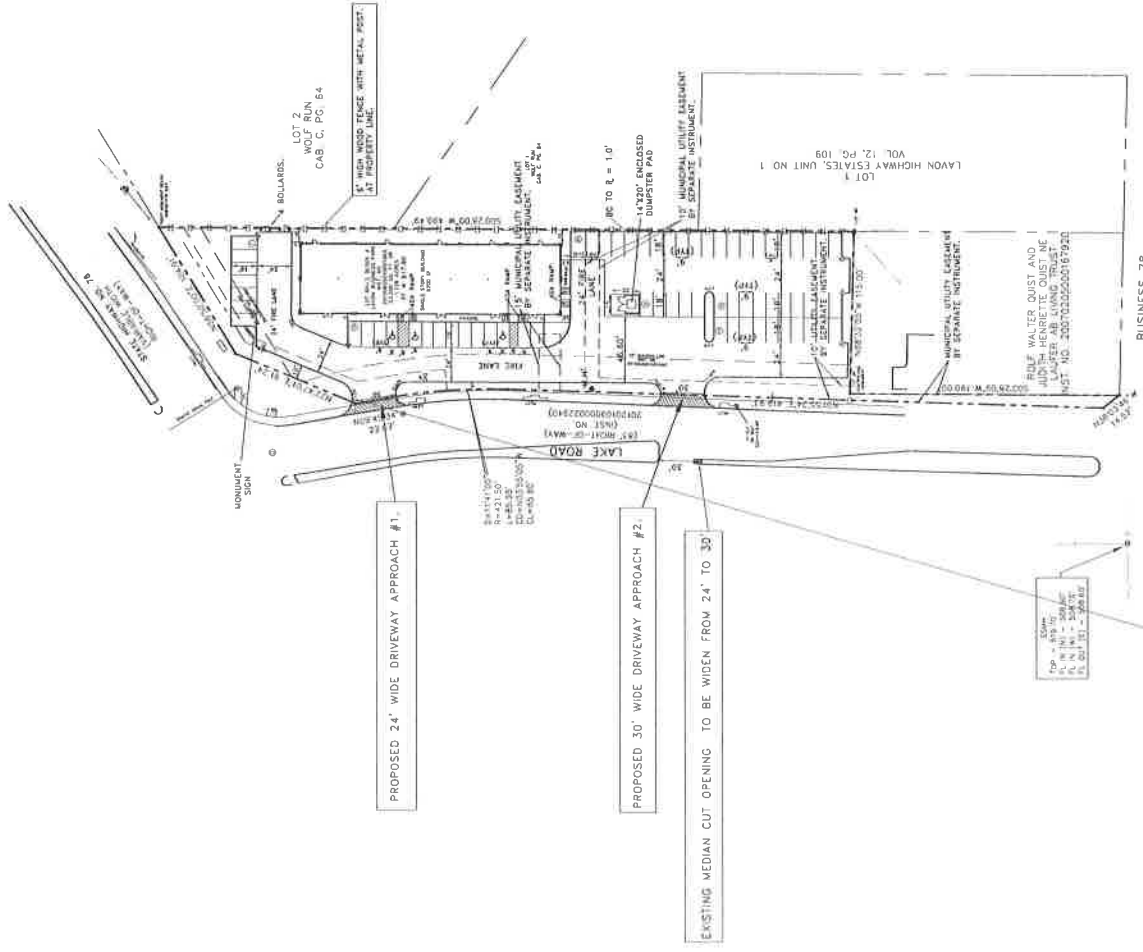
Lavon Economic Development Corporation			Official Budget 2016-17
LEDC REVENUE			
		Total Carryover	110,000
2-5		City grant/credits/donations	2,450
2-2		Sales & Use Tax	75,000
		Total Revenue	77,450
Total Revenue + Carryover			187,450
LEDC EXPENDITURES			
Operations			
General Operations			
3-1b		Misc - Dues, Ads, Cell Svc	4,000
3-1a		Email Software/Archiving	5,000
3-1c		Auditor	3,000
3-1d		Meeting Expenses	1,000
2-1e		Training	1,500
3-1f		Admin Support	22,500
Total General Operations			37,000
Consulting			
4-1		Other	1,000
4-3		City Attorney	10,000
4-4		Economic Dev Consulting	24,000
Total Consulting			35,000
Equipment			
5-1		Computers	4,000
5-2		Office Supplies	1,750
Total Equipment			5,750
Total Operations 2016-2017			77,750
Marketing & Promotion			
6-1		General Promotion & Trade Shows	7,000
6-2		Promo Carryover 2012 -14	3,900
6-5		Website & updates	3,600
6-3		Aerial Map & Brochures	4,900
6-4		Advertising	700
Total Promotional			20,100
Total Operations			
Capital Projects			
7-1		Zoning Ordinance Update	3,200
7-2		Lavon Business Pk sewer line loan pymts	13,900
7-3		Incentives	29,500
7-4		Additional Infrastructure Projects	43,000
Total Capital Projects			89,600
Reserve for Additional Projects			
Total Expenditures			187,450

	Site Size	Estimated Value	Land Value	Asking Price	City Property tax@	Estimated sales annually	Sales Tax @0.08	Sales Tax @0.0825	Sales Tax @0.0050	Sales Tax @0.0125
Proposed Retail Center										
Lake RD	1.20 acres	Land +Bldg								
8,000 sf	52,272 sf	\$1,650,000	\$5psf	\$9.5 psf						
Domino Pizza finishout	2,000	\$350,000				\$750,000				
2nd Restaurant finishout	2,000	\$350,000				\$500,000				
2 other retail finishout	4,000	\$400,000				\$1,000,000				
		\$2,750,000			\$12,532	\$2,250,000	\$180,000	\$185,625	\$11,250	\$28,125
Sewer Line Estimate										
Estimated cost	\$ 43,750									

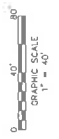


SITE PLAN SUMMARY

ZONED:	C-2', LOCAL COMMERCIAL DISTRICT
LOT AREA:	1.228 ACRES (51,506.00 SQ. FT)
TOTAL BUILDING AREA:	9,200.00 S.F.
PROPOSED USE:	RETAIL / 4,000 S.F. RESTAURANTS
PROPOSED S.F. RETAIL:	4,000 S.F.
PROPOSED S.F. RESTAURANTS:	5,200 S.F.
LOT COVERAGE:	43,000.00 S.F. (80.36%)
PARKING:	
REQUIRED:	RETAIL - 1 SPACE PER 200 S.F. OF BUILDING = 26
	RESTAURANT - 1 SPACE PER 100 S.F. OF BUILDING = 40
TOTAL PARKING SPACES REQUIRED:	66
TOTAL PARKING SPACES PROVIDED:	67
HANDICAP SPACE:	REQUIRED: 3
	PROVIDED: 3
SITE LANDSCAPING:	
LANDSCAPE AREA REQUIRED:	5350 S.F. (min 10%)
LANDSCAPE AREA PROVIDED:	10,506.00 S.F. (19.54%)



BENCHMARK: BENCH MARK IS A 1" X 1" X 1" ALUMINUM ROD QUADRA-SET ALONG THE EAST SIDE OF LAKE ROAD QUADRA-SET TO THE SUBJECT PROPERTY JUST SOUTH OF THE MEDIAN OPENING. ELEVATION = 131.66



JAHVANI CONSULTING
ENGINEERS, INC.
 18FC REGISTRATION NO. J-1-10188
 2121 N. JOSEY LANE, #100
 CARROLLTON, TEXAS 75006
 TEL: (214) 718-9469
 jahvani@hotmail.com



DWG TITLE: SITE PLAN
 DRAWN BY: HJ
 SCALE: 1" = 40'
 DATE: 1-3-2017
 3 OF 12 SHEET NUMBER

DOMINO'S PIZZA
 LOTS 6R-3, BLOCK A, LAVON BUSINESS PARK
 LAVON, TX 76106



CITY OF LAVON CITY COUNCIL Agenda Brief

MEETING: January 17, 2017

ITEM: 8-B

Item:

Discussion and action regarding Resolution No. **2017-01-04** authorizing the City to enter into an agreement with Bloomfield Homes, L.P. 1050 East Highway 114, Ste. 210 Southlake, TX 756092 for an economic development grant of 80% of the Use Tax Receipts during a 10 year period from the purchasing of building materials for construction projects within the City of Lavon.

Background:

The Local Government Code provides that a Type B economic development corporation may undertake a project with the City Council's approval.

Excerpt: LOCAL GOVERNMENT CODE

CHAPTER 380. MISCELLANEOUS PROVISIONS RELATING TO MUNICIPAL PLANNING AND DEVELOPMENT

Sec. 380.001. ECONOMIC DEVELOPMENT PROGRAMS. (a) The governing body of a municipality may establish and provide for the administration of one or more programs, including programs for making loans and grants of public money and providing personnel and services of the municipality, to promote state or local economic development and to stimulate business and commercial activity in the municipality.

The Board of Directors of the Lavon Economic Development Corporation (LEDC) recommended approval of this agreement at their December 12, 2016 meeting and is seeking the Council's approval of the agreement to enable the City to recover a portion (up to 20%) of the Use Tax Funds. This agreement will also recover 100% of the Use Tax funds for the Lavon Road Tax Accounts and the Lavon Economic Development Corporation. Under normal sales tax process, without this agreement, sales tax is paid for building materials at the point of sale in cities other than Lavon. With this agreement Use Tax will be paid for building materials at the point of destination (Lavon).

Attachments: Proposed Resolution and Chapter 380 Agreement
LEDC Board Minutes – December 12, 2016
List of Cities Utilizing this agreement
Suppliers of Bloomfield Homes and their locations
Estimated Savings (Benefits)

January 12, 2017

CITY OF LAVON, TEXAS
RESOLUTION NO. 2017-01-04

Chapter 380 Agreement – Bloomfield Homes L.P.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAVON,
TEXAS AUTHORIZING THE MAYOR TO EXECUTE A CHAPTER
380 AGREEMENT WITH BLOOMFIELD HOMES L.P. FOR AN
ECONOMIC DEVELOPMENT GRANT OF A PORTION OF THE USE
TAX; 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 Chapter 380 Agreement with Bloomfield Homes L.P. for an Economic Development Grant of a Portion of the Use Tax, such Agreement attached hereto as 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 _____ day of January, 2017.

Charles A. Teske, Jr., Mayor

ATTEST:

Kim Dobbs
City Administrator | City Secretary

CITY OF LAVON, TEXAS
RESOLUTION NO. 2017-01-04

EXHIBIT A

AGREEMENT

**CHAPTER 380 GRANT AGREEMENT BY
AND BETWEEN THE CITY OF LAVON, TEXAS
AND BLOOMFIELD HOMES, L.P.**

This **CHAPTER 380 GRANT AGREEMENT** ("Agreement") is entered into this _____ day of _____, 2017 between The City of Lavon, Texas, a municipal corporation organized and existing pursuant to the laws of the State of Texas ("City") and Bloomfield Homes, L.P., a Texas limited partnership (the "Company") (each a "Party" and collectively the "Parties"), each acting by and through their respective authorized officers and representatives.

WHEREAS, the City Council of the City of Lavon, Texas ("City Council") has investigated and determined that it is in the best interest of the City and its citizens to encourage programs, including programs for making loans and grants of public money to promote local economic development and stimulate business and commercial activity in the City pursuant to Chapter 380, Texas Local Government Code, as amended ("Chapter 380"); and

WHEREAS, the Company will be engaged in the business of purchasing building materials for its use on construction projects within the City; and

WHEREAS, the Company has advised that it would like to partner with the City, and that a contributing factor that would induce the Company to purchase items using a Texas Direct Payment Permit and generate economic development and local use tax revenue for the City, that would otherwise not be available to the City, would be an agreement by the City to provide an economic development grant to the Company; and

WHEREAS, the Company desires to purchase and use new building materials within the City that will generate additional economic development and use tax revenue for the City; and

WHEREAS, the City Council has investigated and determined that the Company meets the criteria for providing the grants (hereinafter defined), pursuant to Chapter 380, based on, among other things, the Company: (i) acquiring properties for development, and constructing improvements; (ii) adding taxable improvements to real property in the City; and (iii) creating employment opportunities for the citizens of Lavon ("Approved Project"); and

WHEREAS, the City has concluded that the Approved Project qualifies for a Grant under Chapter 380; and

WHEREAS, with the approval of this Agreement, the City hereby establishes a program authorized by Chapter 380 of the Texas Local Government Code to encourage and induce the generation of local use tax; and

WHEREAS, the City has determined that making an economic development grant to the Company in accordance with this Agreement will further the objectives of the City, will benefit the City and the City's inhabitants and will promote local economic development and stimulate business and commercial activity in the City;

NOW THEREFORE, in consideration of the foregoing, and on the terms and conditions hereinafter set forth, the sufficiency of which is hereby acknowledged, the parties agree as follows:

ARTICLE I
DEFINITIONS

1.01 For purposes of this Agreement, each of the following terms shall have the meaning set forth herein unless the context clearly indicates otherwise:

"Agreement" means this Chapter 380 Grant Agreement, together with all exhibits, schedules and attachments that are attached to this Agreement from time to time, if any.

"City" shall mean The City of Lavon, Texas.

"Company" shall mean Bloomfield Homes, L.P.

"Commencement Date" shall mean January 1, 2017.

"Effective Date" shall mean January 1, 2017.

"Direct Payment Permit" also referred to herein as a "Texas Direct Payment Permit" shall mean that permit issued by the State of Texas authorizing Company to self-assess and pay applicable state and local use taxes directly to the State of Texas related to selected portions of Company's taxable purchases. Texas Rule 3.288 of the Texas Administrative Code defines the requirements and responsibilities of Texas Direct Payment Permit holders along with any amendments, permutations, or recodifications of such Code or Rules whether renaming such permits or otherwise modifying such provisions.

"Event of Bankruptcy or Insolvency" shall mean the dissolution or termination (other than a dissolution or termination by reason of a party merging with an affiliate) of a party's existence as a going business, insolvency, appointment of receiver for any part of a party's property and such appointment is not terminated within ninety (90) business days after such appointment is initially made, any general assignment for the benefit of creditors, or the commencement of any proceeding under any bankruptcy or insolvency laws by or against a party and in the event such proceeding is not voluntarily commenced by the party, such proceeding is not dismissed within ninety (90) business days after the filing thereof.

"Force Majeure" shall mean any delays due to strikes, riots, acts of God, shortages of labor or materials, war, terrorism, governmental approvals, laws, regulations, or restrictions, or any other cause of any kind whatsoever which is beyond the reasonable control of the party.

"Program" shall mean the economic incentive program established by the City pursuant to Chapter 380 of the Texas Local Government Code together with any amendments, permutations, or recodifications of such Code provisions whether renaming such economic incentive or other modifications thereof.

"Program Grant" shall mean the periodic payments paid by the City to the Company in accordance with Section 3 of this Agreement.

"Grant Period" shall mean consecutive six (6) month periods during the term of this Agreement, except that the first Grant Period shall begin on the Effective Date and continue through and include the last day of June 2017 following the Effective Date. For illustration purposes, assume the Effective Date is January 1, 2017 then the first Grant Period would begin on January 1, 2017 and continue through and include June 30, 2017. The next Grant Period would begin on July 1, 2017 and continue through and include December 31, 2017. The final Grant Period for the initial 10-year term of the Agreement would be from July 1, 2026 and end on December 31, 2026.

"Taxable Items" shall have the same meaning assigned by Sections 151.010 and 151.0101, TEX. TAX CODE, as amended.

"Impositions" shall mean all use taxes that may be imposed by public or governmental authority on the Company or any taxable items purchased and used by Company within the City.

"Use Tax Receipts" shall mean the City's net receipts from the State of Texas from the collection of one percent (1%) general City use tax imposed by the City pursuant to Chapter 321 of the Texas Tax Code, attributed to the collection of use tax by Company associated with the issuance of Company's Texas Direct Payment for Taxable Items used or consumed in the City.

"Use Tax Certificate" shall mean a certificate or other statement in a form reasonably acceptable to the City setting forth the Company's collection of use tax imposed by and received by the City from the State of Texas, for the use of Taxable Items by Company in the City for the applicable calendar month during a Grant Period which are to be used to determine Company's eligibility for a Grant, together with such supporting documentation required herein, and as City may reasonably request.

ARTICLE II TERM

2.01 Term. The term of this Agreement shall begin on the Effective Date and continue for a ten (10) year period.

2.02 This Agreement shall remain in effect until City has made the Program Grants set forth in Section 3 of the Agreement, or until otherwise terminated under the provisions of this Agreement.

2.03 This Agreement may be extended for an additional period of time on terms mutually acceptable to both parties by a written agreement executed by both parties.

ARTICLE III
ECONOMIC DEVELOPMENT GRANT

3.01 Grant. Subject to the Company's continued compliance with: (a) all the terms and conditions of this Agreement, and (b) all of the City's codes, rules and regulations regarding the development of property within the City's corporate limits and the extraterritorial jurisdiction, the City agrees to provide Company with an economic development grant from lawful available funds payable as provided herein in an amount equal to 80% of the Use Tax Receipts, as previously defined herein (the "Grant"). The Grant will be paid semi-annually at the end of June and the end of December with the potential exception of the final Grant Period during the ten (10) year period following the execution of the Agreement, commencing January 1, 2017. The Grant will never include any monies the Company pays or owes to the State of Texas for any penalties for late payments, failures to report in a timely manner, and the like, related to the Use Tax Receipts.

3.02 Grant Payment. City shall pay the Grant for the applicable Grant Period within forty-five (45) days after receipt of a Use Tax Certificate from Company following the end of each Grant Period, pursuant to Section 4.01. Company shall submit Use Tax Certificates to City within thirty (30) days following the end of the applicable Grant Period, beginning with the first Grant Period. For illustration purposes, assume the first Grant Period begins on January 1, 2017 and continues through and includes June 30, 2017. Company would submit a Use Tax Certificate to City for the first Grant Period by July 30, 2017 and City would pay the first Grant within forty-five (45) days after receipt of the Use Tax Certificate and after receiving all of the net Use Tax Receipts within the Grant Period. Further assume that the Use Tax Receipts for the first Grant Period equal Five Thousand Dollars (\$5,000.00), then the amount of the first Grant would be Four Thousand Dollars (\$4,000.00).

3.03 Amended Returns and Audits. In the event the Company files an amended use tax return, or report, or if additional use tax is due and owing, as a result of an audit conducted by the State of Texas that increases the Use Tax Receipts for a previous period covered within the term of this agreement, the Grant payment for the Grant Period immediately following such State approved amendment shall be adjusted accordingly, provided the City must have received the Use Tax Receipts attributed to such adjustment. As a condition precedent to payment of such adjustment, Company shall provide City with a copy of such amended use tax report, tax return or audit adjustment, and the approval thereof by the State of Texas.

3.04 Refunds. In the event the State of Texas determines that the City erroneously received Use Tax Receipts, or that the amount of use tax paid to the City exceeds the correct amount of use tax for a previous Grant paid to the Company, the Company shall, within thirty (30) days after receipt of notification thereof from the City specifying the amount by which such Grant exceeded the amount to which the Company was entitled pursuant to such State of Texas determination, pay such amount to the City. The City may at its option adjust the Grant payment for the Grant Period immediately following such State of Texas determination to deduct there from the amount of the overpayment. As a condition precedent to payment of such refund, the City shall provide Company with a copy of such determination by the State of Texas.

3.05 Limitation on Grants. Under no circumstances shall the obligations of City hereunder be deemed to create any debt within the meaning of any constitutional or statutory provision. Further, the City shall not be obligated to pay any commercial bank, lender or similar institution for any loan or credit agreement made by the Company. None of the obligations of City under this Agreement shall be pledged or otherwise encumbered in favor of any commercial lender and/or similar financial institution.

ARTICLE IV
DOCUMENTATION SUPPORTING THE ECONOMIC DEVELOPMENT GRANT

The conditions contained in this Article IV are conditions precedent to the City's obligation to make any Grant payment.

4.01 Use Tax Certificate. During the term of this Agreement, the Company shall within thirty (30) days after the end of each Grant Period, provide the City with a Use Tax Certificate relating to Use Tax Receipts paid during the Grant Period. The City shall have no duty to calculate the Use Tax Receipts or determine Company's entitlement to any Grant for a Grant Period, or pay any Grant during the term of this Agreement until such time as Company has provided the City a Use Tax Certificate for such Grant Period and the City has received the actual Use Tax Receipts from the State of Texas attributable to such calendar months within the Grant Period. Company shall provide such additional documentation as may be reasonably requested by City to evidence, support and establish the use tax paid directly to the State of Texas pursuant to Company's Direct Payment Permit. The Use Tax Certificate for each Grant Period shall at a minimum contain, include or be accompanied by the following:

- a. A copy of all Texas Direct Payment Permit and self-assessment use tax returns and reports during the applicable Grant Period, use tax audit assessments or credits, including amended use tax returns or reports, filed by the Company during the Grant Period showing use tax paid directly to the State of Texas related to Company's operations for the Grant Period; and
- b. Information concerning any refund or credit received by the Company of use tax paid by the Company which has previously been reported by the Company as use tax paid for a previous Grant Period within the term of this agreement.

Company will provide to City the Use Tax Certificates from time to time pursuant to the terms of the Agreement, which are confidential ("Confidential Information") and, except as otherwise provided herein, may not be disclosed to a third party without the Company's consent. To the extent that any disclosure of the Confidential Information may be required by law, City will use reasonable efforts to inform Company of the request in sufficient time for Company to assert any objection it may have to such disclosure to an appropriate judicial or administrative body.

4.02 As a condition to the payment of any Grant hereunder, City must have received a Use Tax Certificate for the months within the Grant Period for which payment of a Grant is requested, and City must have received the actual Use Tax Receipts for all calendar months within the Grant Period. If Company fails to submit the Use Tax Certificate contemplated by Section 4.01

before the end of the next Grant Period, the Company's right to receive the Grant Payment for the earlier Grant Period shall be forever forfeited and City shall never have an obligation to make a Grant Payment for such Grant Period. Company shall, however, be able to receive future Grant Payments in accordance with the terms of this Agreement.

4.03 The Company intends to issue its Texas Direct Payment Permit to specific suppliers or vendors that provide large quantities of building materials or other tangible personal property.

4.04 The Company shall provide the City with a true and correct copy of its Texas Direct Payment Permit, which permit shall be kept in full force and effect throughout the term of the Agreement.

4.05 Company or the City shall not have an uncured material breach or default of this Agreement.

ARTICLE V TERMINATION

5.01 This Agreement may be terminated upon any one of the following:

- (a) by mutual written agreement of the parties;
- (b) by City or Company, respectively, if the other party defaults or breaches any of the terms or conditions of this Agreement in any material respect and such default or breach is not cured within thirty (30) days after written notice thereof by the City or Company, as the case may be;
- (c) by City, if any Impositions owed to the City or the State of Texas by Company shall have become delinquent (provided, however, Company retains the right to timely and properly protest and contest any such Impositions);
- (d) by City, if Company suffers an Event of Bankruptcy or Insolvency;
- (e) by City or Company, respectively, if any subsequent Federal or State legislation or any decision of a court of competent jurisdiction declares or renders this Agreement invalid, illegal or unenforceable; or
- (f) by Company, if the City does not pay the applicable Grant amount within 45 days of receipt of the Use Tax Receipts as required herein covered by a valid Use Tax Certificate issued by Company or fails to cure this breach within an additional 30 days and so long as the Company is not in default, or;
- (g) expiration of the term, or any subsequent renewal of the term.

The rights, responsibilities and liabilities of the parties under this Agreement shall be extinguished upon the termination of this Agreement except for any rights, responsibilities and/or liabilities that accrued prior to such termination.

ARTICLE VI INDEMNIFICATION

THE COMPANY AGREES TO DEFEND, INDEMNIFY AND HOLD THE CITY AND ITS RESPECTIVE OFFICERS, OFFICIALS, REPRESENTATIVES, CONSULTANTS, AGENTS AND EMPLOYEES (COLLECTIVELY FOR THE PURPOSE OF THIS PARAGRAPH, THE "CITY") HARMLESS FROM AND AGAINST ANY AND ALL REASONABLE LIABILITIES, DAMAGES, CLAIMS, LAWSUITS, JUDGMENTS, ATTORNEY FEES, COSTS, EXPENSES, AND DEMANDS BY THE STATE OF TEXAS THAT THE CITY HAS BEEN PAID ERRONEOUSLY, OVER-PAID OR INCORRECTLY ALLOCATED USE TAX RECEIPTS ATTRIBUTED TO THE SALE AND/OR USE OF TAXABLE ITEMS BY COMPANY CONSUMMATED WITHIN THE CORPORATE BOUNDARIES AND EXTRATERRITORIAL JURISDICTION OF THE CITY FOR ANY PERIOD DURING THE TERM OF THIS AGREEMENT OR DURING ANY TAX REPORTING PERIOD (COLLECTIVELY, A "CLAIM"). IT BEING THE INTENTION OF THE PARTIES THAT THE COMPANY SHALL BE RESPONSIBLE FOR THE REPAYMENT OF ANY USE TAX GRANTS PAID TO THE COMPANY HEREIN BY THE CITY THAT INCLUDES USE TAX RECEIPTS THAT THE STATE OF TEXAS HAS DETERMINED WERE PAID ERRONEOUSLY, COLLECTED, DISTRIBUTED, OR ALLOCATED TO THE CITY. THIS INDEMNIFICATION SHALL NOT APPLY TO ANY LIABILITY RESULTING SOLELY FROM THE ERRORS OR OMISSIONS OF THE CITY. THE PROVISIONS OF THIS PARAGRAPH SHALL SURVIVE TERMINATION OF THIS AGREEMENT. THE PROVISIONS OF THIS PARAGRAPH ARE SOLELY FOR THE BENEFIT OF THE PARTIES HERETO AND DO NOT CREATE ANY OBLIGATIONS FROM OR GRANT ANY CONTRACTUAL OR OTHER RIGHTS TO ANY OTHER PERSON OR ENTITY, OTHER THAN OBLIGATIONS, IF ANY, THAT ARISE FROM COMPANY TO THE CITY TO PERFORM OBLIGATIONS CREATED BY THIS PARAGRAPH.

ARTICLE VII MISCELLANEOUS

7.01 Binding Agreement. The terms and conditions of this Agreement are binding upon the parties to this agreement and their respective successors and permitted assigns. This Agreement may not be assigned without the express written consent of City, which consent shall not be unreasonably withheld or delayed.

7.02 Limitation on Liability. It is understood and agreed between the parties that the Company and City, in satisfying the conditions of this Agreement, have acted independently, and City assumes no responsibilities or liabilities to third parties in connection with these actions. The Company agrees to indemnify and hold harmless the City from all such claims, suits, and causes

of actions, liabilities and expenses, including reasonable attorney's fees, of any nature whatsoever by a third party arising out of the Company's performance of the conditions under this Agreement.

7.03 Employment of Undocumented Workers. During the term of this Agreement, Company agrees not to knowingly employ any undocumented workers. In the event Company is convicted of a violation under 8 U.S.C. Section 1324a (f), Company shall repay the amount of the Grant received from the City as of the date of such violation within one hundred and twenty (120) business days after the date Company is notified by the City of such violation, plus interest at the rate of 6% compounded annually from the date of violation until paid.

7.04 No Joint Venture. It is acknowledged and agreed by the parties that the terms hereof are not intended to and shall not be deemed to create a partnership or joint venture between the parties.

7.05 Authorization. Each party represents that it has full capacity and authority to grant all rights and assume all obligations that are granted and assumed under this Agreement.

7.06 Notice. Any notice required or permitted to be delivered hereunder shall be deemed received three (3) days thereafter sent by United States Mail, postage prepaid, certified mail, return receipt requested, addressed to the party at the address set forth below (or such other address as such party may subsequently designate in writing) or on the day actually received if sent by courier or otherwise hand delivered sent via fax.

If intended for City, to:

Attn: Kim Dobbs
City Administrator | City Secretary
120 School Road
Lavon, TX 75166

With a copy to:

Attn: Wm. Andrew Messer
Messer, Rockefeller & Fort, PLLC
6351 Preston Rd., Ste. 350
Frisco, TX 75034
Facsimile: 972-668-6414

If intended for the Company:

Attn: Accounting Department
Don Dykstra
President
Bloomfield Homes, L.P.
1050 East Hwy 114, Ste. 210
Southlake, TX 76092

With a copy to:

Attn:

7.07 Force Majeure. Each Party shall use good faith, due diligence and reasonable care in the performance of its respective obligations under this Agreement, and time shall be of the essence in such performance; however, in the event a Party is unable, due to Force Majeure, to perform its obligations under this Agreement, then the obligations affected by the Force Majeure shall be temporarily suspended. Within ten (10) days after the occurrence of a Force Majeure, the Party claiming the right to temporarily suspend its performance, shall give notice to all the Parties that includes a detailed explanation of the Force Majeure, a description of the action that will be taken to remedy the Force Majeure and resume full performance at the earliest possible time, and the length of time needed to resume full performance. Any other Party may object in writing to the length of time claimed to be needed to resume performance by the Party suffering the event of Force Majeure if it provides a commercially reasonable explanation regarding how full performance could be reasonably resumed at an earlier date, in which case full performance shall resume at the earlier date.

7.08 Entire Agreement. This Agreement is the entire Agreement between the parties with respect to the subject matter covered in this Agreement. There is no other collateral oral or written Agreement between the parties that in any manner relates to the subject matter of this Agreement.

7.09 Governing Law. The laws of the State of Texas shall govern the Agreement; and this Agreement is fully performable in Lavon, Collin County, Texas with exclusive venue for any action concerning this Agreement being in a court of competent jurisdiction in Collin County, Texas.

7.10 Amendment. This Agreement may only be amended by the mutual written agreement of the parties.

7.11 Legal Construction. In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect other provisions, and it is the intention of the parties to this Agreement that in lieu of each provision that is found to be illegal, invalid, or unenforceable, a provision shall be added to this Agreement which is legal, valid and

enforceable and is as similar in terms as possible to the provision found to be illegal, invalid or unenforceable.

7.12 Recitals. The recitals to this Agreement are incorporated as if fully set forth herein and relied upon by the Parties in deciding to enter into this Agreement.

7.13 No Third Party Beneficiaries. Nothing in this Agreement shall be construed to create any right in any third party not a signatory to this Agreement, and the parties do not intend to create any third party beneficiaries by entering into this Agreement.

7.14 Miscellaneous Drafting Provisions. This Agreement shall be deemed drafted equally by all parties hereto. The language of all parts of this Agreement shall be construed as a whole according to its fair meaning, and any presumption or principle that the language herein is to be construed against any party shall not apply. Headings in this Agreement are for the convenience of the parties and are not intended to be used in construing this document.

7.15 Counterparts. This Agreement may be executed in counterparts. Each of the counterparts shall be deemed an original instrument, but all of the counterparts shall constitute one and the same instrument and any such counterparts shall be deemed to be incorporated herein.

7.16 Survival of Covenants. Any of the representations, warranties, covenants, and obligations of the parties, as well as any rights and benefits of the parties, pertaining to a period of time following the termination of this Agreement shall survive termination.

7.17 Sovereign Immunity. The parties agree that the City has not waived its sovereign immunity by entering into and performing its obligations under this Agreement.

7.18 Dispute Resolution. Any controversy or claim arising from or relating to this Agreement, or a breach thereof shall be subject to non-binding mediation, as a condition precedent to the institution of legal or equitable proceedings by any party unless the institution of such legal or equitable proceeding is necessary to avoid the running of an applicable statute of limitation. The parties shall endeavor to resolve their claims by mediation. City and Company shall share the costs of mediation equally. The mediation shall be held in Lavon, Texas, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

[SIGNATURE PAGES FOLLOW]

EXECUTED as of the ____ day of _____, 2017.

THE CITY OF LAVON, TEXAS

By: _____
Charles Teske, Jr., Mayor

ATTEST:

Kim Dobbs, City Administrator | Secretary

EXECUTED as of the ____ day of _____, 2017.

Bloomfield Homes, L.P.
a Texas Limited Partnership

By: Bloomfield Properties, Inc.
a Texas Corporation,
its General Partner

By: _____
Name: Don Dykstra
Title: President

ACKNOWLEDGMENTS

STATE OF TEXAS §
 §
COUNTY OF COLLIN §

This instrument was acknowledged before me on the _____ day of _____, 2017 by Charles Teske, Jr., Mayor of The City of Lavon, Texas, on behalf of said city.

Name: _____

Notary Public, State of Texas

My commission expires: _____

STATE OF TEXAS §
 §
COUNTY OF TARRANT §

This instrument was acknowledged before me on the _____ day of _____, 2017 by Don Dykstra, President of Bloomfield Properties, Inc., General Partner of Bloomfield Homes, L.P., a Texas limited partnership, on behalf of said limited partnership.

Name: _____

Notary Public - State of Texas



Lavon Economic Development Corporation Meeting Minutes Dec 12, 2016

I. MEETING CALLED TO ORDER AT 7:01pm BY LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD PRESIDENT

Members Present: Place One Kay Wright
Place Two Chris Kane
Place Four Jimmie Catravas
Place Five John Balfour
Place Six Linda Jangula

Liaison Vicki Sanson

Members absent Place Three Bill Sargent
Place Seven David Piekarski

Administrative Staff Present: Micki Hollien
Executive Director Present: Pam Mundo

Visitors: None

Quorum is present

II. LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD PRESIDENT LED THE ECONOMIC DEVELOPMENT CORPORATION IN THE PLEDGE OF ALLEGIANCE

III. LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD MEMBER JANGULA LED THE LAVON ECONOMIC DEVELOPMENT CORPORATION IN THE INVOCATION

IV. ITEMS OF INTEREST AND COMMUNICATION

- *City of Lavon Christmas Party is tomorrow night from 6-8*
- *Seven Loaves East is Sat. Dec 17th with Santa and Mrs. Claus*

V. CONSENT AGENDA

Approval of Oct 24, 2016 Economic Development Board Meeting minutes

Approval of Nov 14, 2016 Economic Development Board Meeting minutes

- *Director Kane made motion to approve both minutes*
- *Director Jangula seconded the motion*
- *Accepted by all directors present*
- *Vote carried*



Lavon Economic Development Corporation Meeting Minutes Dec 12, 2016

VI. PUBLIC RECOGNITION - none

VII. PUBLIC COMMENTS - none

VIII. ITEMS FOR DISCUSSION

A. The Economic Development Corporation Board to continue to discuss and review the Small Business Saturday in Lavon on Nov 26, 2016

Discussion about success of the first event and thanks given to all those who were involved

B. The Economic Development Corporation Board to have a discussion EDC Financial Report

No discussion, tabled at this time

C. The Economic Development Corporation Board to discuss updates and issues with the aerial map project

No discussion, tabled at this time

D. The Economic Development Corporation Board to discuss project updates

Discussions on meetings and phone conversations

IX. ITEMS FOR CONSIDERATION AND ACTION

A. The Economic Development Corporation Board to consider and act on approving the revised Lavon EDC Investment policy

No action taken at this time due to Director Piekarski absence

B. The Economic Development Corporation Board to consider and act on joining DFW Marketing Team for a \$500 fee

No action taken at this time

C. The Economic Development Corporation Board to consider and act a proposed agreement for an incentive to Exint Inc., 481 Rancho Del Norte Trail, McKinney, TX for a rebate



Lavon Economic Development Corporation Meeting Minutes Dec 12, 2016

of funds not to exceed 50% of the cost of construction or \$21,500 for a sanitary sewer line from Main St to a proposed retail center facing Lake Rd

No action taken at this time

D. The Economic Development Corporation Board to consider and act on Chapter 380 agreement with Bloomfield Homes for use tax and send our recommendation to the Lavon City Council for their consideration

- *If they can get 7-8 cities to agree Bloomfield Homes will proceed with the "Use Tax" at destination of materials i.e. Lavon.*
- *All cities except Allen agreed to split of 80/20(city) or 50/50 considering all taxing units (city, edc, road tax).*
- *Presently Lavon does not get sales tax from materials purchased by Bloomfield homes when purchased outside of Lavon.*
- *Cost to Lavon would only be attorney fees with benefit being approximately 50% of use tax including City, Lavon EDC and Road tax*
 - *Director Kane made motion to approve expenditure up to \$1500 to have City attorney review proposed agreement creating a City of Lavon 380 agreement where City may receive up to 20 percent of the expenditures for building materials purchased elsewhere, EDC and Road portions of sales tax would be 100%.*
 - *Accepted by all directors present*
 - *Vote carried*

SETTING FUTURE MEETINGS AND AGENDAS

Economic Development Corporation Board members and staff may request items to be placed on a future agenda or request a special meeting be called. Each request that passes by a majority vote will be placed on the schedule by the Board Secretary.

BOARD VICE PRESIDENT TO ADJOURN ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING AT 8:22pm



Lavon Economic Development Corporation Meeting Minutes Dec 12, 2016

Duly passed and approved on this ___ day of _____, 2016

Attest:

Kay Wright, Board President

Jimmie Catravas, Secretary

Texas Cities - Previously Approved a Chapter 380 Agreement with one or more Homebuilders

- Allen** – has approved 1 Agreement
- Cedar Hill** – voting on an Agreement on Jan. 10
- Celina** – has approved 1 Agreement
- Colleyville** – has approved 1 Agreement
- Forney** – has approved 1 Agreement
- Frisco** – has approved 5 similar Agreements
- Fulshear** – has approved 1 Agreement
- Georgetown** – approved 1 Agreement
- Grand Prairie** – approved first Agreement on Oct. 11
- Leander** – approved 2 Agreements
- Little Elm** – has approved 4 similar Agreements
- ✓ **Mansfield** – approved 1 & considering a 2nd similar Agreement in Dec.
- ✓ **Melissa** – approved 1 & considering a 2nd similar Agreement in Dec.
- ✓ **Midlothian** – approved 1 & voting on a 2nd similar Agreement on Dec. 13
- Prosper** - has approved 3 similar Agreements
- Rockwall** – approved 1 Agreement
- Sachse** – has approved 2 similar Agreements

Pursuing New Chapter 380 Agreements for Bloomfield Homes, LP with several new Cities

Bloomfield Homes Chapter 380 Agreement Summary

City Name	Lavon		
City Rate	1.75%		
City Code	2043269		
Contact Name	Kim Dobbs		
Contact Title	City Administrator		
Street Address	120 School Rd.		
City, State, Zip Code	Lavon, TX 75166		
Phone Number	(972) 843-4220		
Email Address	kim.dobbs@cityoflavon.org		
Contact Name			
Contact Title	Director of Finance		
Contact Phone Number			
Contact Email			
Contact Name	Pam Mundo		
Contact Title	Dir. of Econ. Development		
Contact Phone Number	(214) 934-7190		
Contact Email	pam.mundo@lavoncdc.com		
Est. # of Undeveloped Lots	181		
Ave Sales Price - 2015 YTD	\$304,000.00		
Direct Materials (15% of home sales)	13.16%		
Ave Dir Mat Purch / House (today)	\$40,006.40		
Ave Local City Sales Tax/ House	\$700.11		
Ave Sales Tax Grant / House	\$320.05		
Ave Sales Tax Rcvd City / House	\$380.06		
Agreement Term / Length	10 years		
Grant Amount / Percentage of 1% City Sales Tax for Future Direct Payment Permit Purchases	80% of 1%		
Estimated Benefits for the Agreement - Bloomfield	0.8% Total	Bloomfield Est Sav - Thru Buildout	
Existing Undev. Lots / Current Mat. Prices	\$57,929.27		
Existing Undev. Lots/Mat. Price Incr 5% Annually	\$73,897.47		
Existing Undev. Lots/Mat. Price Incr 8% Annually	\$86,864.94		
Estimated Benefits for the Agreement - City	0.95% Total	City Est Sav - Thru Buildout	.2% Gen. City Tax .5% EDC / Grand Heritage Tax .25% Road Improvement Tax
Existing Undev. Lots / Current Mat. Prices	\$68,791.00	\$14,482.32	\$36,205.79
Existing Undev. Lots/Mat. Price Incr 5% Annually	\$87,753.25	\$18,474.37	\$46,185.92
Existing Undev. Lots/Mat. Price Incr 8% Annually	\$103,152.11	\$21,716.23	\$54,290.59

Note: Based on NO future undeveloped lot purchases/development during 10-year 380 Agreement (ie: most conservative)



CITY OF LAVON CITY COUNCIL Agenda Brief

MEETING: January 17, 2017

ITEM: 8-C

Item:

Discussion and action regarding Resolution No. 2017-01-05 authorizing the submission of an application to the Texas Department of Agriculture for funding through the Texas Community Development Block Grant Program (TxCDBG) and designating the Mayor to act as the City's Executive Officer and Authorized Representative for all matters pertaining to the application and committing local match.

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 project identified for the grant application is a concrete street paving project on Wolf Run. The maximum award of the grant that the City could contemplate is \$275,000.00 To maximize scoring, the City would contribute matching funds of up to 5% or \$13,750.00 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 will 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.

Local matching funds are available in the Street Maintenance Account.

Attachments: Resolution

January 13, 2017

CITY OF LAVON, TEXAS
RESOLUTION NO. 2017-01-05

Texas CDBG Application

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAVON, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR COMMUNITY DEVELOPMENT FUNDS; AND AUTHORIZING THE MAYOR TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT PROGRAM.

WHEREAS, the City Council of the City of Lavon desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, certain conditions exist which represent a threat to the public health and safety; and

WHEREAS, it is necessary and in the best interests of the City of Lavon to apply for funding under the Texas Community Development Block Grant Program;

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

1. That a Texas Community Development Block Grant Program application for the Texas Community Development Fund is hereby authorized to be filed on behalf of the City of Lavon with the Texas Department of Agriculture.
2. That the City's application be placed in competition for funding under the Community Development Fund.
3. That the application be for \$275,000.00 of grant funds to provide construction of \$288,500.00 improvements, project engineering, and program administration.
4. That the City Council directs and designates the Mayor as the City's Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the City's participation in the Texas Community Development Block Grant Program.
5. That it further be stated that the City of Lavon is committing \$13,750.00 from its General Fund as a cash contribution toward construction activities for the street paving project.

DULY PASSED AND APPROVED THIS THE ____ DAY OF JANUARY, 2017.

Charles A. Teske, Jr.
Mayor

ATTEST: _____
Kim Dobbs
City Administrator | City Secretary



**CITY OF LAVON
CITY COUNCIL
Agenda Brief**

MEETING: January 17, 2017

ITEM: 8 - D

Item:

Discussion and action regarding an extension of the period for employees to utilize annual accrued personal leave time for calendar year 2016 from March 1, 2017 to April 1, 2017.

Background:

The City of Lavon Personnel Manual, Section 6.4 Personal Time provides that employees will accrue a certain amount of Personal Time each year. The accrual is made on January 1 of each calendar year. The policy further states that unused personal leave time will expire fourteen (14) months after the date of credit. In 2017, the unused personal leave time is scheduled to expire on March 1, 2017.

As a result of staff turnover, management's encouragement to utilize compensatory time and the winter storm season during the preceding year, some employees have personal leave time that they have not been able to use.

The City Council is asked to consider extending the expiration period by one month to allow employees to use and not forfeit the personal leave time that they earned in 2016.

As of January 1, 2017, fifteen employees carried over personal time. The amount of time carried over ranges roughly from 5 hours to 109 hours.

Department Directors are working with employees to try accommodate the use of the personal time prior to March 1, 2017 in accordance with the policy. If the City Council approves a one-month extension, the Directors will have greater flexibility to reasonably schedule leave and cover critical service delivery.

If so desired, a monthly update report can be provided to City Council regarding this matter.

January 13, 2017



**CITY OF LAVON
CITY COUNCIL
Agenda Brief**

MEETING: January 17, 2017

ITEM: 8 - E

Item:

Discussion and action regarding a proposal for redesign of and related services pertaining to the City website submitted by Whitney Solutions, L.L.C.

Background:

In conjunction with the FY 2016-17 Annual Budget, the City Council recognized and allocated funding of \$15,000 for the redesign and improvement of the City's website. At the time of the budget discussions, the funding included redesign and additional components / services to enhance the functionality of the website.

The staff has reviewed numerous websites, particularly among other cities and informally compared costs of design. In consulting with Whitney Solutions, Inc., the City's Information Technology (IT) service provider, the staff reviewed capabilities and options for improvement.

Whitney Solutions, Inc. provided the best proposal for services in terms of design and cost. The added benefit of using a vendor who has depth of knowledge of the interface with the existing IT configurations is an added benefit that is difficult to quantify financially.

The proposal is a "not to exceed" proposal of \$5,500 and the staff recommends approval.

Attachments: Proposal
Reference and Demo Lists

January 13, 2017

City of Lavon

New Website Design

January 12, 2017

Overview

This is a proposal for a complete redesign of the cityoflavon.org website to include all the required functionality for today and the future. The full project is expected not to exceed \$5500.

Project Background and Description

Currently the City of Lavon has a website designed with older technology and unsecure administrative sections that would allow anyone with the link to upload items to the website without having to log in. The website also funnels a majority of the content through an external party, called Blogger, which does not allow for immediate website changes. During our time as the city's IT provider we have taken over administration of the current website and have a good understanding of the city's requirements from that process and discussions with staff.

Core Website Design

Not to exceed \$3500

- Create base template for visual inspection (complete)
- Create custom coding for the city's required functions
- Training on the administrative functions for staff

Security Implementation

Not to exceed \$1000

- Create scripts and code to ensure security within the website
- Perform a vulnerability assessment on the finished site

Media Content and Creation

Not to exceed \$1000

- External media content for insertion into the new website

William Whitney III
President and Chief Technology Officer



Whitney Solutions LLC

Website references

01-12-2017

<https://connectnw.net/centurylink/>
<https://connectnw.net/comcast-washington/>
<https://www.davescomputers.com/>
<http://dietwithapplecidervinegar.com/>
<http://pawsonstours.com/>
<http://bepositivelyfit.com/>
<http://www.clickitbrandit.com/>
<http://athomephilly.com/>
<http://vertexle.com/>
<http://iworldcs.com/>

William R. Whitney III
Whitney Solutions LLC - We make you #1!
Wylie, Texas 1-866-923-1942
AOL AIM wwhitneyiii

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Dashboard - <http://dashboard.whitneysolutions.com/>
Accounting - <http://accounting.whitneysolutions.com/>

ExchangeDefender Message Security: [Check Authenticity](#)



**CITY OF LAVON
CITY COUNCIL
Agenda Brief**

MEETING: January 17, 2017

ITEM: 8 - F

Item:

Discussion and action to honor and appoint volunteer Charles Allen as the Lavon Film Friendly Coordinator

Background:

Charles Allen, a former member of the Lavon Economic Development Corporation Board of Directors, worked tirelessly to obtain the certification for the City of Lavon as a "Film Friendly" City.

Council member Kay Wright suggested that the City Council provide Mr. Allen with a title in recognition of his work and for Mr. Allen's use in his continued volunteer efforts and communications to promote Lavon with the Texas Film Commission in the Governor's Office.

January 13, 2017



**CITY OF LAVON
CITY COUNCIL
Agenda Brief**

MEETING: January 17, 2017

ITEM: 8 - G

Item:

Discussion and action regarding board and commission appointments – Planning & Zoning Commission, Lavon Reinvestment Zone #1 (TIF) Board of Directors and Parks & Recreation Board.

Background:

In addition to the elected City Council, several appointed boards and commissions provide invaluable contributions to the City through their service. The members of these boards are appointed by the City Council for specific terms of service. A worksheet listing the members of the boards and commissions is provided for your convenience.

Attachments: Spreadsheet – Boards & Commissions

January 13, 2017

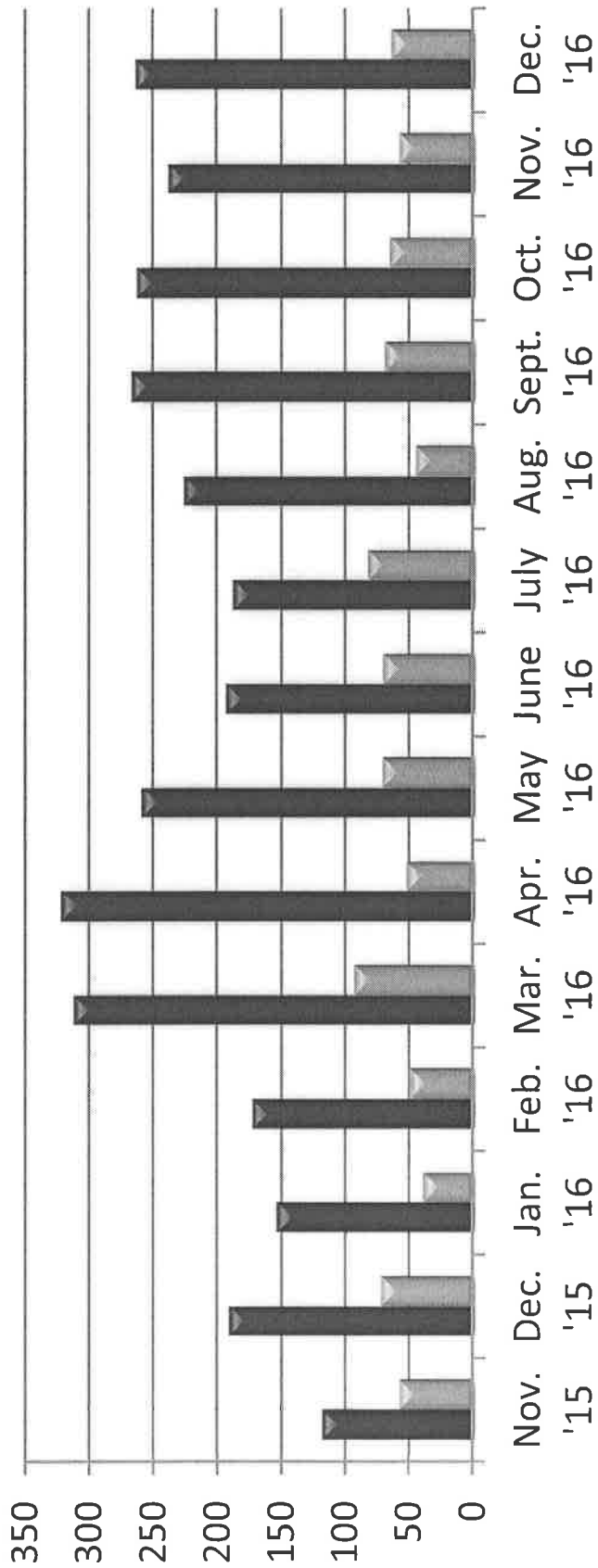
City of Lavon Boards & Commissions
Dec-16

Place	Elected / Appointed	Name	Term Expires	Appointment Notes
City Council Members				Elected
Mayor	11/2015	Chuck Teske	11/2017	
Place One	11/21/2016	Vicki Sanson	11/2018	
Place Two	12/6/2016	Donnie Spradlin	11/2017	
Place Three	11/21/2016	Kay Wright	11/2018	
Place Four	11/2015	Matt Childers	11/2017	
Place Five	11/21/2016	Mindi Serkland	11/2018	
Economic Development Corp Board of Directors				* LEDC Board has 7 members Up to 4 may be Council /staff appointed by Council must be county resident
Place 1, Chair		Kay Wright	7/1/2018	
Place 2		Chris Kane	7/1/2017	
Place 3	7/21/2015	Bill Sargent	7/1/2018	
Place 4		Jimmie Catravas	7/1/2017	
Place 5	9/6/2016	John Balfour	7/1/2018	
Place 6	9/1/2015	Linda Jangula	7/1/2017	
Place 7		David Piekarski	7/1/2018	
Council Liaison	<i>non-voting</i>	Vicki Sanson	11/1/2016	
Planning & Zoning Commission				* per LCR, P&Z Commission has 5 members, residency is a requirement
Seat 1	11/1/2014	Vicki Sanson	6/30/2017	
Seat 2	7/19/2018	Deborah Nabors	6/30/2018	
Seat 3	9/6/2016	Cynthia Coker	6/30/2017	
Seat 4	11/3/2015	Tom Ormsby	6/30/2018	
Seat 5		David Rosenquist	6/30/2017	
Council Liaison	<i>non-voting</i>			
Parks & Recreation Board				* per LCR, Park Board has 5 members, 1 of which is a Council member; 2 non-voting alt residency is a requirement
Seat 1		Mike Gulino	1/1/2017	
Seat 2		Jorge Calderon	1/1/2018	
Seat 3		Grant Winans	1/1/2017	
Seat 4		Bradley Tiegs	1/1/2018	
Seat 5	3/22/2016	Jason Arnold	1/1/2017	
1st Alternate				
2nd Alternate				
Council Liaison	<i>ex officio</i>	Chuck Teske	1/1/2018	
TIF				* TIF Board has 5 members Mayor appoints with Council consent and approval
Seat 1		David Hawkins		
Seat 2	10/18/2016	Ryan Lisko		
Seat 3 - Chair		Chris Kane		
Seat 4				
Seat 5		Darlene Hurth		

Calls for Service

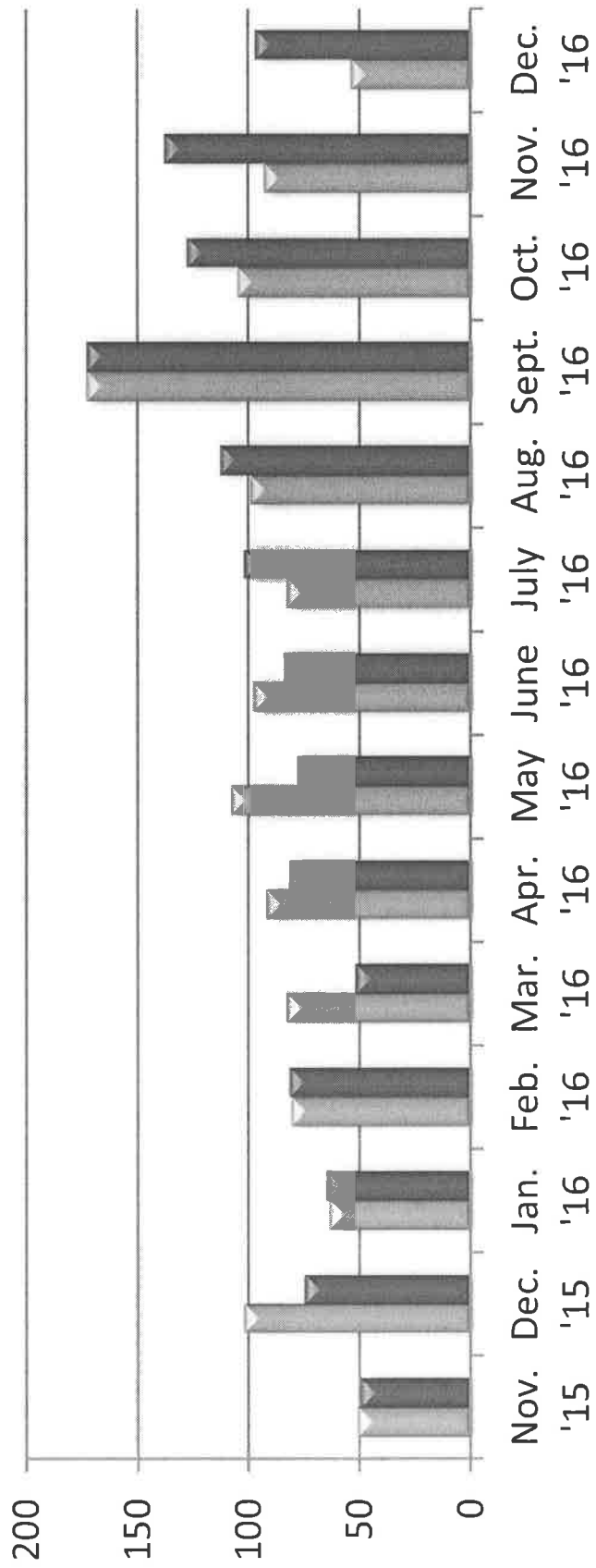
■ General Calls* ■ Crime Related Calls

*Does not include Crime Related Calls



Traffic Enforcement

▣ Citations ■ Warnings



	Oct 2016 Actual	Nov 2016 Actual	Dec 2016 Actual	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	250.00	40.00	244.44	244.44	244.44	244.44	244.44	244.44	244.44	244.44	244.48	2,800.00	2,800.00
Total Judicial Branch	310.00	250.00	40.00	244.44	244.44	244.44	244.44	244.44	244.44	244.44	244.44	244.48	2,800.00	2,800.00
Legislative Branch														
Administrative Fee	1,200.00	1,145.00	850.00	1,645.00	1,645.00	1,645.00	1,645.00	1,645.00	1,645.00	1,645.00	1,645.00	1,645.00	18,000.00	18,000.00
Banking Interest	9.66	0.00	0.00	70.15	70.15	70.15	70.15	70.15	70.15	70.15	70.15	70.14	641.00	641.00
Late Fees	1,733.63	1,908.46	1,918.99	1,604.32	1,604.32	1,604.32	1,604.32	1,604.32	1,604.32	1,604.32	1,604.32	1,604.36	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	0.00	0.00	81.11	81.11	81.11	81.11	81.11	81.11	81.11	81.11	81.12	790.00	790.00
Community Center/Pavillion Ren	260.00	1,277.50	1,347.50	179.44	179.44	179.44	179.44	179.44	179.44	179.44	179.44	179.48	4,500.00	4,500.00
Restitution	0.00	450.00	0.00	477.78	477.78	477.78	477.78	477.78	477.78	477.78	477.78	477.76	4,750.00	4,750.00
Total Legislative Branch	3,203.29	4,780.96	4,116.49	4,057.80	4,057.80	4,057.80	4,057.80	4,057.80	4,057.80	4,057.80	4,057.80	4,107.86	48,671.00	48,671.00
Operations Division														
EDC Reimb - 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
Food Service Inspection Permits	0.00	0.00	930.00	2,070.00	0.00	875.00	0.00	0.00	0.00	0.00	0.00	0.00	3,875.00	3,875.00
General Permit Fees	2,600.54	10,234.70	2,062.00	2,233.64	2,233.64	2,233.64	2,233.64	2,233.64	2,233.64	2,233.64	2,233.64	2,233.64	35,000.00	35,000.00
New Building Permit Fees	0.00	0.00	7,000.00	15,888.89	15,888.89	15,888.89	15,888.89	15,888.89	15,888.89	15,888.89	15,888.89	15,888.89	150,000.00	150,000.00
OSSF Permit Fees	0.00	200.00	0.00	300.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	500.00	2,000.00	2,000.00
PD Fines / Fees	5,799.95	9,882.82	3,717.78	5,622.16	5,622.16	5,622.16	5,622.16	5,622.16	5,622.16	5,622.16	5,622.16	5,622.17	70,000.00	70,000.00
PD Warrant Fines / Fees	100.00	230.80	109.00	728.91	728.91	728.91	728.91	728.91	728.91	728.91	728.91	728.92	7,000.00	7,000.00
PD SRO	1,716.89	1,796.14	1,833.04	2,363.79	2,363.79	2,363.79	2,363.79	2,363.79	2,363.79	2,363.79	2,363.79	2,363.81	26,620.00	26,620.00
Total Operations Division	10,217.18	22,344.46	15,651.82	29,207.39	40,703.39	28,212.39	26,837.39	26,837.39	27,337.39	26,837.39	26,837.39	27,337.42	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	1,490.49	0.00	12,924.95	12,924.95	12,924.95	12,924.95	12,924.95	12,924.95	12,924.95	12,924.95	12,924.94	120,000.00	120,000.00
Property Tax	4,513.91	48,938.74	846,834.55	146,726.71	70,500.00	25,000.00	5,000.00	1,000.00	1,000.00	1,000.00	1,000.00	970.09	1,152,484.00	1,152,484.00
Sales & Use Tax	13,056.51	14,215.69	12,745.26	12,220.28	12,220.28	12,220.28	12,220.28	12,220.28	12,220.28	12,220.28	12,220.28	12,220.30	150,000.00	150,000.00
Total Taxes	19,755.39	64,644.92	859,579.81	171,871.94	95,645.23	50,145.23	30,145.23	26,145.23	26,145.23	26,145.23	26,145.23	26,115.33	1,422,484.00	1,422,484.00
Total Income	273,678.86	116,020.34	903,388.12	229,381.57	164,650.86	106,659.86	85,284.86	81,284.86	81,784.86	81,284.86	81,284.86	81,805.09	2,286,509.00	2,235,947.00
Expense														
Judicial Branch														
Credit Card Fees	267.45	0.00	0.00	167.51	167.51	167.51	167.51	167.51	167.51	167.51	167.51	167.47	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	626.99	626.99	626.46	626.46	626.46	626.46	626.46	626.46	626.46	626.46	625.41	7,530.00	7,530.00
Office Supplies	26.30	35.17	0.00	215.39	215.39	215.39	215.39	215.39	215.39	215.39	215.39	215.41	2,000.00	2,000.00
Payroll - Municipal Court Staff	4,059.62	4,203.82	5,115.38	4,095.36	4,095.36	4,095.36	4,095.36	4,095.36	4,095.36	4,095.36	4,095.36	4,095.30	51,238.00	51,238.00
Payroll - Judge	300.00	450.00	0.00	305.56	305.56	305.56	305.56	305.56	305.56	305.56	305.56	305.52	3,500.00	3,500.00
Payroll - Prosecutor	300.00	750.00	175.00	252.78	252.78	252.78	252.78	252.78	252.78	252.78	252.78	252.76	3,000.00	3,000.00
Postal Fees	0.00	23.50	0.00	47.39	47.39	47.39	47.39	47.39	47.39	47.39	47.39	47.38	450.00	450.00
Training	0.00	0.00	0.00	110.00	110.00	110.00	110.00	110.00	110.00	110.00	110.00	120.00	1,000.00	1,000.00
Total Judicial Branch	5,582.30	6,089.48	6,917.37	5,820.45	5,820.45	5,820.45	5,820.45	5,820.45	5,820.45	5,820.45	5,820.45	5,830.25	71,143.00	71,143.00

	Oct 2016 Actual	Nov 2016 Actual	Dec 2016 Actual	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	508.30	0.00	319.97	319.97	319.97	319.97	319.97	319.97	319.97	319.97	319.94	4,000.00	4,000.00
Building Supplies	241.25	280.69	63.95	157.12	157.12	157.12	157.12	157.12	157.12	157.12	157.12	157.15	2,000.00	2,000.00
Cell Phone - Staff	71.40	71.40	71.40	195.87	195.87	195.87	195.87	195.87	195.87	195.87	195.87	195.84	1,977.00	1,977.00
Computer (Server/Software)	16.19	16.19	16.18	439.05	439.05	439.05	439.05	439.05	439.05	439.05	439.05	439.04	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	503.00	100.00	135.22	135.22	135.22	135.22	135.22	135.22	135.22	135.22	135.24	2,000.00	2,000.00
Drinking Water/Gatorade All	238.52	0.00	0.00	84.61	84.61	84.61	84.61	84.61	84.61	84.61	84.61	84.60	1,000.00	1,000.00
Elections	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	7,000.00	12,000.00	12,000.00
Health Insurance	1,892.90	2,507.96	2,507.96	2,579.02	2,579.02	2,579.02	2,579.02	2,579.02	2,579.02	2,579.02	2,579.02	2,579.02	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	223.20	400.62	304.89	304.89	304.89	304.89	304.89	304.89	304.89	304.89	304.92	3,750.00	3,750.00
Council Events	0.00	28.12	209.82	45.78	45.78	45.78	45.78	45.78	45.78	45.78	45.78	46.82	650.00	650.00
Office Equipment	0.00	0.00	0.00	3,000.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	3,500.00	3,500.00
Payroll - Admin Staff	12,744.63	14,512.66	15,068.51	15,372.23	15,372.23	15,372.23	15,372.23	15,372.23	15,372.23	15,372.23	15,372.23	15,372.16	180,675.80	180,675.80
Comm Center Events Coord	555.00	595.00	755.00	343.89	343.89	343.89	343.89	343.89	343.89	343.89	343.89	343.88	5,000.00	5,000.00
Community Events	759.82	596.77	886.83	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,756.58	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	19.86	0.00	25.57	25.57	25.57	25.57	25.57	25.57	25.57	25.57	25.58	250.00	250.00
Records Storage	116.00	0.00	254.00	116.00	116.00	116.00	116.00	116.00	116.00	116.00	116.00	102.00	1,400.00	1,400.00
Software	0.00	0.00	0.00	1,888.90	1,888.90	1,888.90	1,888.90	1,888.90	1,888.90	1,888.90	1,888.90	1,888.80	17,000.00	17,000.00
Training	883.86	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	116.14	3,000.00	3,000.00
Electric	750.96	556.25	485.23	356.40	356.40	356.40	356.40	356.40	356.40	356.40	356.40	356.36	5,000.00	5,000.00
Natural Gas	20.21	21.13	340.73	346.47	346.47	346.47	346.47	346.47	346.47	346.47	346.47	346.17	3,500.00	3,500.00
Telephone	504.90	502.59	488.04	521.61	521.61	521.61	521.61	521.61	521.61	521.61	521.60	521.60	6,200.00	6,200.00
Water	33.97	65.83	68.18	68.18	68.18	68.18	68.18	68.18	68.18	68.18	68.17	68.17	750.00	750.00
Total City Secretary	20,673.75	21,678.95	22,364.88	29,370.78	26,970.78	23,970.78	24,970.78	28,370.78	23,970.78	23,970.77	23,970.76	33,779.91	304,062.80	304,063.00
Operations Division														
Fire Services														
Computer/IT/Printer	0.00	0.00	0.00	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00	4,225.00	4,225.00
Lifepac 12 Heart Monitor	0.00	0.00	0.00	1,500.00	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/Helmets/EMS PK	0.00	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
City Radio/Antenna/Install	0.00	0.00	0.00	750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	750.00	750.00
FD Office Supplies	0.00	106.27	0.00	77.08	77.08	77.08	77.08	77.08	77.08	77.08	77.08	77.09	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	250.00	0.00	0.00	0.00	0.00	250.00	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	0.00	0.00	0.00	0.00	500.00	500.00
Postal Fees	0.00	0.00	0.00	13.89	13.89	13.89	13.89	13.89	13.89	13.89	13.89	13.88	125.00	125.00
Internet/Wifi/Sat	0.00	0.00	0.00	133.33	133.33	133.33	133.33	133.33	133.33	133.33	133.33	133.36	1,200.00	1,200.00
PRE/Bunker gear	0.00	0.00	0.00	388.89	388.89	388.89	388.89	388.89	388.89	388.89	388.89	388.88	3,500.00	3,500.00
ALS medical Supplies	0.00	0.00	0.00	111.11	111.11	111.11	111.11	111.11	111.11	111.11	111.11	111.12	1,000.00	1,000.00
Apparatus Upgrades/Repairs	0.00	0.00	0.00	555.56	555.56	555.56	555.56	555.56	555.56	555.56	555.56	555.52	5,000.00	5,000.00
Cell Phone	52.43	52.43	52.43	82.52	82.52	82.52	82.52	82.52	82.52	82.52	82.52	82.52	900.00	900.00
Equipment Maint and Repair	24.52	47.06	0.00	250.00	0.00	0.00	0.00	1,500.00	0.00	0.00	225.48	0.00	547.06	500.00
Fire Hose	395.68	374.53	297.89	325.77	325.77	325.77	325.77	325.77	325.77	325.77	325.77	325.74	3,500.00	3,500.00
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	4,585.29	4,755.20	4,755.20	5,089.37	5,089.37	5,089.37	5,089.37	5,089.37	5,089.37	5,089.37	5,089.37	5,089.35	60,000.00	60,000.00
Health Insurance	598.93	626.99	626.99	626.34	626.34	626.34	626.34	626.34	626.34	626.34	626.35	626.35	7,530.00	7,530.00
MFA 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	1,750.00	1,525.00	1,800.00	1,812.50	1,812.50	1,812.50	1,812.50	1,812.50	1,812.50	1,812.50	1,812.50	21,150.00	21,150.00
Safety Fire 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	300.00	300.00
Uniforms/Graphics	0.00	0.00	0.00	300.00	0.00	0.00	0.00	0.00	300.00	0.00	0.00	100.00	1,000.00	1,000.00
Telephone	0.00	0.00	0.00	55.56	55.56	55.56	55.56	55.56	55.56	55.56	55.56	55.52	500.00	500.00
Electric	158.40	117.40	81.16	182.56	182.56	182.56	182.56	182.56	182.56	182.56	182.56	182.56	2,000.00	2,000.00
Natural Gas	44.20	44.54	45.70	73.91	73.91	73.91	73.91	73.91	73.91	73.91	73.91	73.88	800.00	800.00
Water	29.33	50.39	26.17	40.46	40.46	40.46	40.46	40.46	40.46	40.46	40.46	40.43	450.00	450.00
Total Fire Service	7,533.78	7,905.21	7,410.54	15,806.35	10,318.85	13,168.85	9,568.85	11,568.85	12,618.85	9,568.86	10,144.34	13,243.73	128,987.06	128,987.00
Police Department														
Audio Visual	0.00	0.00	0.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	1,800.00	1,800.00
Ballistic Helmet	0.00	0.00	0.00	1,800.00	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

	Oct 2016 Actual	Nov 2016 Actual	Dec 2016 Actual	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
Cell Phone Staff	528.51	527.57	527.57	668.48	668.48	668.48	668.48	668.48	668.48	668.48	668.48	668.51	7,600.00	7,600.00
Child Abuse Interlocal	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	600.00	564.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,836.00	4,000.00	4,000.00
Crime Prevention	107.98	0.00	0.00	188.00	188.00	188.00	188.00	188.00	188.00	188.00	188.00	188.02	1,800.00	1,800.00
Database Services	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	400.00	400.00
Dispatch	0.00	0.00	0.00	0.00	6,249.50	0.00	6,249.50	0.00	6,249.50	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	0.00	0.00	0.00	600.00	600.00
Emergency Equipment	365.00	372.48	0.00	251.39	251.39	251.39	251.39	251.39	251.39	251.39	251.39	251.40	3,000.00	3,000.00
Explorer Post Program	0.00	0.00	0.00	276.78	276.78	276.78	276.78	276.78	276.78	276.78	276.77	276.77	2,500.00	2,500.00
Health Insurance	4,411.07	4,399.13	4,399.13	6,062.30	6,062.30	6,062.30	6,062.30	6,062.30	6,062.30	6,062.30	6,062.29	6,062.29	67,770.00	67,770.00
Inmate Boarding	0.00	0.00	0.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	900.00	900.00
Meals & Entertainment	55.00	87.72	0.00	0.00	100.00	100.00	100.00	100.00	100.00	100.00	47.28	0.00	500.00	500.00
Mobile Internet	222.91	222.91	222.91	259.03	259.03	259.03	259.03	259.03	259.03	259.03	259.03	259.07	3,000.00	3,000.00
Office Equipment	65.00	0.00	47.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	587.86	700.00	700.00
Office Supplies	338.12	154.59	214.51	199.20	199.20	199.20	199.20	199.20	199.20	199.20	199.19	199.19	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	32,016.56	34,729.10	38,268.96	38,268.96	38,268.96	38,268.96	38,268.96	38,268.96	38,268.96	38,268.96	45,777.68	450,129.00	450,129.00
Police Equipment Mtrc.	0.00	0.00	150.00	261.11	261.11	261.11	261.11	261.11	261.11	261.11	261.11	261.12	2,500.00	2,500.00
Postal Fees	24.92	47.04	22.49	33.95	666.67	666.67	666.67	666.67	666.67	666.67	666.66	666.66	400.00	400.00
Radio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	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	0.00	3,500.00	3,500.00
School Resource Expenses	0.00	0.00	40.00	51.11	51.11	51.11	51.11	51.11	51.11	51.11	51.11	51.12	500.00	500.00
Software	0.00	0.00	800.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00
TLETS Management	9,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,500.00	9,500.00
Training	652.72	312.20	533.79	549.99	549.99	549.99	549.99	549.99	549.99	549.99	549.99	549.99	6,000.00	6,000.00
Uniform	314.38	201.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	5,000.00
Vehicle Cleaning	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,000.00	6,000.00
Vehicle Fuel	1,402.56	1,284.78	1,083.53	1,578.79	1,578.79	1,578.79	1,578.79	1,578.79	1,578.79	1,578.79	1,578.79	1,578.81	18,000.00	18,000.00
Vehicle Mtrc.	348.48	581.98	19.41	1,005.57	1,005.57	1,005.57	1,005.57	1,005.57	1,005.57	1,005.57	1,005.57	1,005.59	10,000.00	10,000.00
Vests	0.00	0.00	0.00	333.33	333.33	333.33	333.33	333.33	333.33	333.33	333.34	333.34	3,000.00	3,000.00
Electric	381.25	382.70	314.43	435.74	435.74	435.74	435.74	435.74	435.74	435.74	435.74	435.70	5,000.00	5,000.00
Telephone	546.03	541.02	540.94	596.89	596.89	596.89	596.89	596.89	596.89	596.89	596.89	596.89	7,000.00	7,000.00
Water	30.81	30.81	30.81	34.17	34.17	34.17	34.17	34.17	34.17	34.17	34.17	34.21	400.00	400.00
Total Police Department	52,847.70	41,872.41	44,629.72	57,553.25	59,302.75	54,153.25	59,172.75	56,383.25	59,302.75	53,253.24	59,250.00	70,925.93	668,647.00	668,647.00
Public Works														
Audio Visual	2.83	0.00	0.00	33.02	33.02	33.02	33.02	33.02	33.02	33.02	33.02	33.01	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	2,846.16	2,846.16	3,162.39	3,162.39	3,162.39	3,162.39	3,162.39	3,162.39	3,162.39	3,162.39	3,162.40	37,000.00	37,000.00
Cell Phone - Staff	150.56	150.56	150.56	216.48	216.48	216.48	216.48	216.48	216.48	216.48	216.48	216.48	2,400.00	2,400.00
Code Enforcement	0.00	0.00	0.00	111.11	111.11	111.11	111.11	111.11	111.11	111.11	111.11	111.12	1,000.00	1,000.00
Computer Equip	1,429.86	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
Food Service Inspector	0.00	950.00	0.00	172.22	172.22	172.22	172.22	172.22	172.22	172.22	172.22	172.24	2,500.00	2,500.00
Grounds Mtrc	131.41	325.00	140.00	655.95	655.95	655.95	655.95	655.95	655.95	655.95	655.95	655.99	6,500.00	6,500.00
Heavy Equipment Mtrc	16.14	1,525.50	23.11	603.92	603.92	603.92	603.92	603.92	603.92	603.92	603.92	603.89	7,000.00	7,000.00
Insurance Claims	0.00	-321.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-321.24	-
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	0.00	0.00	55.56	55.56	55.56	55.56	55.56	55.56	55.56	55.56	55.52	500.00	500.00
MSA Supplies	0.00	0.00	0.00	222.22	222.22	222.22	222.22	222.22	222.22	222.22	222.22	222.24	2,000.00	2,000.00
Office Supplies	19.59	64.00	77.03	93.26	93.26	93.26	93.26	93.26	93.26	93.26	93.26	93.30	1,000.00	1,000.00
Health Insurance	1,285.92	1,253.98	1,580.97	2,021.01	2,021.01	2,021.01	2,021.01	2,021.01	2,021.01	2,021.01	2,021.01	2,021.05	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	8,176.82	7,396.40	7,535.37	8,242.49	8,242.49	8,242.49	8,242.49	8,242.49	8,242.49	8,242.49	8,242.49	8,242.49	95,285.00	95,285.00
Payroll - Part-time	0.00	0.00	0.00	666.67	666.67	666.67	666.67	666.67	666.67	666.67	666.67	666.64	6,000.00	6,000.00
Postal Fees	0.00	0.00	25.75	108.25	108.25	108.25	108.25	108.25	108.25	108.25	108.25	108.25	1,000.00	1,000.00
Signage	31.76	216.92	212.80	1,504.06	1,504.06	1,504.06	1,504.06	1,504.06	1,504.06	1,504.06	1,504.06	1,504.04	14,990.00	14,990.00
State 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	3,382.88	3,384.15	3,384.15	3,760.98	3,760.98	3,760.98	3,760.98	3,760.98	3,760.98	3,760.98	3,760.98	3,760.98	44,000.00	44,000.00
Street Repair/Mtrc	0.00	0.00	0.00	2,222.22	2,222.22	2,222.22	2,222.22	2,222.22	2,222.22	2,222.22	2,222.22	2,222.24	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	-29.85	67.80	800.19	684.65	684.65	684.65	684.65	684.65	684.65	684.65	684.65	684.66	7,000.00	7,000.00
Training	75.65	194.47	585.00	619.95	619.95	619.95	619.95	619.95	619.95	619.95	619.95	619.93	6,500.00	6,500.00
Uniform	0.00	90.90	93.45	193.33	193.33	193.33	193.33	193.33	193.33	193.33	193.33	193.35	2,000.00	2,000.00
Vehicle Fuel	333.95	248.70	254.52	628.09	628.09	628.09	628.09	628.09	628.09	628.09	628.09	628.10	6,500.00	6,500.00

	Oct 2016 Actual	Nov 2016 Actual	Dec 2016 Actual	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
Vehicle Minc.	1,327.06	245.38	52.96	263.84	263.84	263.84	263.84	263.84	263.84	263.84	263.84	263.86	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	200.00	0.00	0.00	0.00	200.00	0.00	0.00	200.00	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	3,000.00	3,000.00	3,000.00
Total Public Works	17,961.87	19,284.68	18,692.03	30,191.67	27,091.67	26,891.67	29,391.67	30,191.67	29,091.67	28,891.67	30,891.67	32,461.82	321,053.76	321,375.00
Other Expenses														
Debt Service														
Copier Minc Contract	256.34	252.44	314.92	219.59	219.59	219.59	219.59	219.59	219.59	219.59	219.59	219.58	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	0.00	0.00	22,502.00	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	13,138.00	13,138.00	13,138.00
Pitney Bowes Contract	-198.50	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	9,000.00	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	16,693.00	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	252.44	314.92	22,721.59	20,485.59	219.59	5,182.59	219.59	219.59	219.59	18,261.59	39,824.08	107,979.00	107,979.00
Facilities														
Building Minc - City Hall	679	960.78	1,564.64	1,051.98	1,051.98	1,051.98	1,051.98	1,051.98	1,051.98	1,051.97	1,051.97	1,051.97	12,000.00	12,000.00
Building Minc - EM Svcs.	0.00	0.00	182.39	1,313.07	1,313.07	1,313.07	1,313.07	1,313.07	1,313.07	1,313.07	1,313.07	1,313.05	12,000.00	12,000.00
Total Facilities	679	960.78	1,747.03	2,365.05	2,365.05	2,365.05	2,365.05	2,365.05	2,365.05	2,365.04	2,365.04	2,365.02	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	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	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
Resv/ Unassigned Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,324.00	100,324.00	100,324.00
Street Fund Transfer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35,000.00	35,000.00	35,000.00
Total Dedicated Funds	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00	100,000.00	0.00	0.00	0.00	155,324.00	275,324.00	275,324.00
Insurance														
Auto Liability	378.08	378.08	1,275.86	584.88	584.88	584.88	584.88	584.88	584.88	584.88	584.88	584.92	7,296.00	7,296.00

	Oct 2016 Actual	Nov 2016 Actual	Dec 2016 Actual	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	211.42	395.97	395.97	395.97	395.97	395.97	395.97	395.97	395.97	395.98	4,198.00	4,198.00
Errors & Omissions	133.00	133.00	133.00	149.56	149.56	149.56	149.56	149.56	149.56	149.56	149.56	149.52	1,745.00	1,745.00
General Liability	64.17	64.17	64.17	56.05	56.05	56.05	56.05	56.05	56.05	56.05	56.05	56.06	697.00	697.00
Law Enforcement Liability	591.83	591.83	591.83	430.72	430.72	430.72	430.72	430.72	430.72	430.72	430.72	430.75	5,652.00	5,652.00
Mobil Equipment	23.50	23.50	23.50	26.61	26.61	26.61	26.61	26.61	26.61	26.61	26.61	26.62	310.00	310.00
Real & Personal Property	238.92	238.92	238.92	121.69	121.69	121.69	121.69	121.69	121.69	121.69	121.69	121.72	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	4,043.80	3,270.56	3,270.56	3,270.56	3,270.56	3,270.56	3,270.56	3,270.56	3,270.57	3,270.69	39,771.00	39,771.00
Outsourcing														
Ambulance Service	0.00	0.00	0.00	3,341.59	0.00	3,380.50	0.00	3,380.50	0.00	0.00	3,419.41	0.00	13,522.00	13,522.00
Animal Control	0.00	0.00	0.00	2,337.50	0.00	2,337.50	0.00	2,337.50	0.00	0.00	2,337.50	0.00	9,350.00	9,350.00
Auditor	0.00	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	4,500.00	0.00	0.00	5,000.00	14,500.00	14,500.00
Central Appraisal District	0.00	1,894.00	0.00	0.00	0.00	1,783.00	0.00	1,783.00	1,783.00	0.00	0.00	1,783.00	7,243.00	7,243.00
City Civil Attorney	3,229.30	1,434.21	641.45	2,743.89	2,743.89	2,743.89	2,743.89	2,743.89	2,743.89	2,743.89	2,743.89	2,743.91	30,000.00	30,000.00
City Engineer	3,969.84	3,071.09	3,190.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,230.93	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	300.00	800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,950.00	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	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00
Information Technologies	1,321.65	1,401.39	1,363.89	1,768.12	1,768.12	1,768.12	1,768.12	1,768.12	1,768.12	1,768.12	1,768.12	1,768.11	20,000.00	20,000.00
MS4 Permitting Consultant	0.00	0.00	937.20	0.00	12,500.00	0.00	0.00	0.00	11,562.80	0.00	0.00	0.00	25,000.00	25,000.00
Tax Assessor & Collector	0.00	0.00	1,136.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	163.75	1,300.00	1,300.00
Tiff 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	0.00	101.31	121.98	121.98	121.98	121.98	121.98	121.98	121.98	121.98	122.01	1,300.00	1,300.00
Total Outsourcing	10,486.53	8,100.69	8,170.11	10,513.08	22,133.99	12,134.99	8,633.99	10,351.99	22,479.79	4,633.99	10,390.90	52,445.78	180,485.93	180,255.00
** Payroll Taxes														
FICA	3,543.94	3,841.70	4,105.95	4,580.93	4,580.93	4,580.93	4,580.93	4,580.93	4,580.93	4,580.93	4,580.93	4,580.97	52,720.00	52,720.00
Medicare	836.65	899.46	960.25	1,070.52	1,070.52	1,070.52	1,070.52	1,070.52	1,070.52	1,070.52	1,070.52	1,070.48	12,330.00	12,330.00
Retirement - City Portion	2,861.53	3,035.06	3,263.43	4,088.78	4,088.78	4,088.78	4,088.78	4,088.78	4,088.78	4,088.78	4,088.78	4,088.74	45,960.00	45,960.00
SUTA	135.52	145.87	40.25	353.15	353.15	353.15	353.15	353.15	353.15	353.15	353.15	353.16	3,500.00	3,500.00
Total Payroll Taxes	7,377.64	7,922.09	8,369.88	10,093.38	10,093.38	10,093.38	10,093.38	10,093.38	10,093.38	10,093.38	10,093.38	10,093.35	114,510.00	114,510.00
Total Expenses	125,764.30	117,212.73	122,660.28	187,706.16	187,853.07	172,163.57	158,470.07	258,635.57	169,307.88	142,087.56	174,458.70	419,563.66	2,235,903.55	2,235,947.00
Estimated Bank Balance			1,008,430.94	1,050,106.35	1,026,904.14	961,400.43	888,215.22	710,864.51	623,341.49	562,538.79	469,364.95	131,606.38		

**Kenneth L. Maun
Tax Assessor Collector
Collin County
2300 Bloomdale Rd
P.O. Box 8046
McKinney, Texas 75070
972- 547-5020
Metro 424-1460 Ext.5020
Fax 972-547-5040**

December 12, 2016

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

Dear Mayor Teske,

**Enclosed is the Monthly Collection Report for:
The City of Lavon tax collections for the month were:**

**November 2016
\$59,380.98**

Sincerely,



**Kenneth L. Maun
Tax Assessor Collector**

Attachment

cc: Chris Wess, City Treasurer and City Secretary

KM:ds

Kenneth L Maun
 Tax Assessor/Collector
 Collin County
 P O Box 8046
 McKinney Tx 75070

Monthly Collection Status Report
 November 2016

City of Lavon #18

	Collections Month of November	Cumulative Total 10/1/16 thru 11/30/16	% of Collections
Current Tax Year Collections			
Base M&O	\$55,076.47	\$60,314.13	5.67%
Base I&S	3,936.78	\$4,311.16	
Late Rendition Penalty	54.87	\$54.87	
P&I M&O	0.00	\$0.00	
P&I I&S	0.00	\$0.00	
P&I I&S Bond			
Attorney Fee	0.00	\$0.00	
Subtotal	<u>\$59,068.12</u>	<u>\$64,680.16</u>	5.67%
Delinquent TaxYears Collections			
Base M&O	\$250.65	\$81.69	
Base I&S	0.00	\$0.00	
Late Rendition Penalty	0.00	\$0.00	
P&I M&O	62.21	\$62.21	
P&I I&S	0.00	\$0.00	
P&I I&S Bond			
Attorney Fee	53.76	\$53.76	
		0.00	
Subtotal	<u>\$366.62</u>	<u>\$197.66</u>	0.02%
Combined Current & Delinquent:			
Base M&O	\$55,327.12	\$60,395.82	
Base I&S	\$3,936.78	\$4,311.16	
Late Rendition Penalty	54.87	54.87	
P&I M&O	62.21	62.21	
P&I I&S			
P&I I&S Bond			
Attorney Fee	53.76	53.76	
		0.00	
Total Collections	<u>\$59,434.74</u>	<u>\$64,877.82</u>	5.69%
Original 2016 Tax Levy		<u>\$1,140,171.09</u>	100.00%

Kenneth L Maun
 Tax Assessor/Collector
 Collin County
 P O Box 8046
 McKinney Tx 75070

Cumulative Comparative Collection Status Report
 November 2016

City of Lavon #18

Current Tax Year Collections	Collections thru		Collections thru	
	November 2016	% Collections	November 2015	% Collections
Base M&O	\$64,625.29	5.67%	\$43,369.96	4.32%
Late Renditon Penalty	54.87		50.07	
P&I M&O	0.00		0.00	
Attorney Fee	0.00		0.00	
Subtotal	<u>\$64,680.16</u>	5.67%	<u>\$43,420.03</u>	4.32%
Delinquent Tax Years Collections				
Base M&O	\$81.69		\$528.87	
Late Renditon Penalty	0.00		0.00	
P&I M&O	62.21		114.23	
Attorney Fee	53.76		82.72	
Other Fees	0.00		0.00	
Subtotal	<u>\$197.66</u>	0.02%	<u>\$725.82</u>	0.07%
Combined Current & Delinquent:				
Base M&O	\$64,706.98		\$43,898.83	
P&I M&O	62.21		114.23	
Late Renditon Penalty	54.87		50.07	
Attorney Fee	53.76		82.72	
Total Collections	<u>\$64,877.82</u>	5.69%	<u>\$44,145.85</u>	4.40%
Adjusted 2015 Tax Levy			<u>\$1,004,289.49</u>	100.00%
Original 2016 Tax Levy	<u>\$1,140,171.09</u>	100.00%		

Kenneth L Maun
 Tax Assessor/Collector
 Collin County
 P O Box 8046
 McKinney Tx 75070

Levy Outstanding Status Report
 November 2016

City of Lavon #18

	Current Tax Year	Delinquent Tax Years
Current Month:		
Tax Levy Remaining as of 10/31/16	\$1,138,765.82	11,002.73
Base M&O Collections	59,013.25	250.65
Supplement/Adjustments	\$834.32	-\$91.14
Write-Off	0.00	0.00
Remaining Levy as of 11/30/16	<u>\$1,080,586.89</u>	<u>\$10,660.94</u>
Cumulative (From 10/01/16 thru 11/30/16)		
Original 2016 Tax Levy (as of 10/01/16)	\$1,140,171.09	10,833.77
Base M&O Collections	64,625.29	81.69
Supplement/Adjustments	5,041.09	-91.14
Write-Off	0.00	0.00
Remaining Levy as of 11/30/16	<u>\$1,080,586.89</u>	<u>\$10,660.94</u>

Kenneth L. Maun
Tax Assessor/Collector
Collin County
P O Box 8046
McKinney Tx 75070

Monthly Distribution Report
November 2016

City of Lavon #18

	Distribution Month of November	Distribution 10/1/16 thru 11/30/16
Weekly Remittances:		
Week Ending 11/4/16	\$12,266.81	\$12,266.81
Week Ending 11/11/16	\$18,575.45	\$18,575.45
Week Ending 11/18/16	\$17,056.55	\$18,537.71
Week Ending 11/23/16	\$3,972.54	\$7,433.34
Week Ending 11/30/16	\$7,506.89	\$7,506.89
Total Weekly Remittances	<u>\$59,378.24</u>	<u>\$64,320.20</u>
Overpayment from Prior Month	\$0.00	\$501.12
Manual Adjustment Refund	\$0.00	\$0.00
Commission Paid Delinquent Attorney	\$53.76	\$53.76
Entity Collection Fee	\$0.00	\$0.00
Judgement Interest	\$0.00	\$0.00
5% CAD Rendition Penalty	\$2.74	\$2.74
Total Disbursements	<u>\$59,434.74</u>	<u>\$64,877.82</u>
Carryover to Next Month	\$0.00	\$0.00

MUNICIPAL RECYCLING PROGRAM

For

LAVON, TEXAS

2016	Homes	Total Tonnage	PPH
January	1,190	24.33	40.89
February	1,193	22.19	37.20
March	1,197	36.79	61.47
April	1,201	18.22	30.34
May	1,215	15.49	25.50
June	1,219	27.02	44.33
July	1,220	17.60	28.85
August	1,232	21.64	35.13
September	1,239	27.99	45.18
October	1,242	25.10	40.42
November	1,238	25.66	41.45
December			

Previous Years	Average Homes	Total Tons	PPH per Month
2014 * Started July	1,063	102.08	32.00
2015	1,142	260.12	37.96

Wash It "N" Toss It
a service provided by

Community Waste Disposal.com

2010 California Crossing

Dallas, TX 75220-2310

telephone

972.392.9300 - 817.795.9300

facsimile

972.392.9301

Municipal Service Inquiries

November, 2016

<u>Service Opportunities</u>	<u>Service Inquiries</u>	<u>Per 1,000 Service Opportunities</u>
10,729	1	0.09

PRB
Reviewed

Emailed to:

kim.dobbs@cityoflavon.org

Kim Dobbs

From: Kim Dobbs
Sent: Monday, December 05, 2016 1:09 PM
Subject: FW: NeSmith 2nd grade City Hall Trip

From: Turner, Ashleigh [mailto:ashleigh.turner@communityisd.org]
Sent: Monday, November 28, 2016 10:54 AM
To: Mike Jones <mike.jones@cityoflavon.org>
Cc: Charles Teske <mayor.teske@cityoflavon.org>; Kim Dobbs <kim.dobbs@cityoflavon.org>; Jon Scott <jon.scott@cityoflavon.org>
Subject: Re: NeSmith 2nd grade City Hall Trip

From all of 2nd grade here at NeSmith, I want to say thank you so much for coordinating our visit November 18th. The kids had the BEST day and we really appreciate all the work you all put into making it such a wonderful experience for them!!

Thanks again,
Ashleigh Turner

From: Turner, Ashleigh [mailto:ashleigh.turner@communityisd.org]
Sent: Thursday, September 22, 2016 3:51 PM
To: Charles Teske
Subject: NeSmith 2nd grade City Hall Trip

Hello Mayor Teske!

My name is Ashleigh Turner and I teach second grade at NeSmith. Julie Meek gave me your contact info and said you were interested in having the kids up to City Hall to learn about our local government and I know the kids would be so excited! We will begin our Unit about government at the end of October. I would love if we could make a trip to City Hall to wrap up our unit! Would there be a time during the week of November 14-18 that we could bring the students for a tour and to hear from you?

Thank you for your time!

Ashleigh Turner
NeSmith Elementary
2nd Grade
[REDACTED]
[REDACTED]

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The Community Independent School District does not discriminate on the basis of race, religion, color, national origin, gender, age, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and Section 504 of the

Rehabilitation Act of 1973, as amended. The district Title IX contact is Roosevelt Nivens at 972-843-8400. The district Section 504 contact is Natosha Scott at 972-843-8400.

Kim Dobbs

From: Texas Municipal League <tmladmin@tml.ccsend.com> on behalf of Texas Municipal League <tmladmin@tml.org>
Sent: Tuesday, January 10, 2017 10:32 AM
To: Kim Dobbs
Subject: Special VIP Invitation for Your City



You're invited to the 2017 Elected Officials' Conference!

Are you a newly elected city official?

Congratulations and welcome! Join us in Allen to network with other city officials from across the state. There is no better place to make long lasting friendships with others just like you.

Been in office for awhile?

We appreciate you and want to see you in Allen. There is always something new to learn. Take time to visit with newly elected folks who will benefit from your knowledge and experience in office.

Do you work for your city?

You are welcome to join us too! Come learn along with your elected officials and network with colleagues from other Texas cities. This is a priceless opportunity for all.

Bring your families!

The beautiful City of Allen is full of restaurants, shopping (mall and outlet mall), and other activities for your family's enjoyment!

Ready to register?

The conference takes place in Allen, February 16-18.

[Register Now!](#)

Texas Municipal League, 1821 Rutherford Lane, Suite 400, Austin, TX 78754

[SafeUnsubscribe™ kim.dobbs@cityoflawn.org](#)

[About our service provider](#)

Sent by tmladmin@tml.org

Kim Dobbs

From: Texas Municipal League <tmladmin@tml.ccsend.com> on behalf of Texas Municipal League <tmladmin@tml.org>
Sent: Thursday, January 05, 2017 10:31 AM
To: Kim Dobbs
Subject: Legislative Alert: Be Heard at the Capitol



With the 85th Legislative Session starting on January 10, TML staff is already at work on the League's legislative priorities, analyzing the bills and issues affecting cities. Many of the bills filed to date would, if enacted, limit the ability of Texas cities to provide essential services to residents.

Register for the TML 2017 Legislative Webinars and Workshop to learn about the most important city-related bills, and how your town or city can participate in TML's efforts to protect municipal authority. The League's influence on bills is directly affected by your city's involvement in the legislative process.

Legislative Status Report #1: Keep Your Finger on the Pulse
March 10 - Webinar

Legislative Status Report #2: Be Heard at the Capitol
April 7 - Webinar

Legislative Status Report #3: What to Expect in the Final Days
May 12 - Webinar

Legislative Wrap-Up: An Insider's Perspective
June 30 - Workshop, Austin

[Register Now!](#)

Follow TML legislative updates on Twitter [@TMLege](#).



1000 Bishops Gate Blvd., Suite 300
Mt. Laurel, NJ 08054

tel. 1 800 444-4554

December 8, 2016

Ms. LeAnn McClendon, Municipal Services Director
Lavon
120 School Road, P.O. Box 340
Lavon, TX 75166

RE: Building Code Effectiveness Grading Schedule Results
Lavon, Collin County, TX

Dear Ms. McClendon:

We wish to thank you for the cooperation given to our representative, Dean Shattuck, CFPS, CHCM, during our recent survey. We have completed our analysis of the building codes adopted by your community and the efforts put forth to properly enforce those codes. The resulting Building Code Effectiveness Grading Classification is 5 for 1 and 2 family residential property and 5 for commercial and industrial property.

The Insurance Services Office, Inc. (ISO) is an insurer-supported organization with the primary mission of providing advisory insurance underwriting and rating information to insurers. There is no requirement that insurers use our advisory material. Insurers may have adopted, or may be in the process of adopting, an ISO insurance rating program that will provide rating credits to individual property insurance policies in recognition of community efforts to mitigate property damage due to natural disasters. These insurers may use the Building Code Effectiveness Grading Classification we have recently developed for your community as a basis for the credits used. While individual insurers may use different credits or different effective dates, the ISO program will apply credits to new construction within Lavon that has been issued a Certificate of Occupancy in the year 2016 and forward.

We will email our report which provides additional information about our classification process and how we have graded various aspects of your community's building codes and their enforcement.

We want to highlight the fact that the Building Code Effectiveness Grading Schedule is an insurance underwriting and information tool; it is not intended to analyze all aspects of a comprehensive building code enforcement program nor is it for purposes of determining compliance with any state or local law or for making property/casualty loss prevention and life safety recommendations.

If you have any questions about the Classification that was developed, please let us know. Additionally, if you are planning on any future changes in your building codes or their enforcement, please advise us as these changes may affect our analysis and your community's grading classification.

Sincerely,

Mary Lucidi

Building Code Technical Analyst

Enclosure

cc: Ms. Kim Dobbs, City Administrator

Lavon

120 School Road, P.O. Box 340

Lavon, TX 75166