



**AGENDA**  
**MAY 16, 2017**  
**LAVON CITY COUNCIL**  
**CITY HALL, 120 SCHOOL ROAD, LAVON, TEXAS**  
**REGULAR MEETING –PUBLIC HEARING**  
**EXECUTIVE SESSION**  
**7:00 P.M.**

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

**2. PLEDGE OF ALLEGIANCE AND INVOCATION**

**3. CITIZENS COMMENTS**

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

**4. ITEMS OF INTEREST/COMMUNICATIONS**

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

May 20 – LEDC Spring Small Business Bazaar

June 10 – CWD X-treme Green Event

**5. 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 May 2, 2017 Meeting.

**B.** Accept the Heritage Public Improvement District #1 Assessment Report Summary dated 04/30/2017 and authorize the payment of invoices included therein.

**6. PUBLIC HEARINGS**

**A. PUBLIC HEARING** to receive comments regarding the petition of the owner of certain property to voluntarily annex 75.249 acres in the Drury Anglin Survey, Abstract No. 2 adjacent to the southern boundary of the City abutting County Road 484 into the City of Lavon and the annexation of the adjacent county road and right-of-ways.

**B. PUBLIC HEARING** to receive comments regarding the voluntary annexation of property owned by the City of Lavon consisting of 5.1 acres of all that certain lot, tract or parcel of land located in the Drury Anglin Survey, Abstract No. 2, Lavon, Collin County, Texas and being the same tract of land described in Deed to Robert C. Lea, recorded in Instrument No. 93-0032886, Deed Records, Collin County, Texas situated on FM 2755 adjacent to and behind the Police and Fire Department buildings.

**7. STAFF REPORTS**

*The City Council may receive and discuss the reports.*

**A.** Police Department – 1) Police Department statistics April 2016 through April 2017, 2) Speed trailer and 3) Police Explorers Posts.

**B.** Fire Department – 1) Fire Department activity and 2) Southeast Collin County EMS Coalition Meeting and Paramedics Plus/ETMC Update.

**C.** Public Works Department – 1) General public works and street maintenance report including

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mowing and trash collection, 2) Epoxy coated three of nine scheduled manholes, 3) Walk through at Traditions for final punch list, 4) Planted seasonal color at the monument sign, 5) Replaced street sign at Austin and Burnett and 6) Installed identification signs at sewer facilities.

D. Administration – 1) Financial Outlook, 2) Building Permits Report and 3) March 2017 Recycling Services summary.

## **8. ITEMS FOR CONSIDERATION**

A. Discussion and action regarding Ordinance No. 2017-05-03 canvassing returns and declaring results of May 6, 2017, bond election; providing an effective date; and containing provisions necessary and incidental thereto.

B. Discussion and action regarding Ordinance No. 2017-05-04 canvassing returns and declaring results of May 6, 2017, special election; providing an effective date; and containing provisions necessary and incidental thereto.

C. Discussion and action regarding acceptance of the Traditions at Grand Heritage addition.

D. Discussion and action regarding street sign standard and specifications.

## **9. ITEMS FOR DISCUSSION**

A. Discussion regarding maintenance of on-site sewage facilities.

B. Discussion regarding draft Budget Calendar for FY 17-18.

C. Discussion regarding a request for a traffic signal at SH 78 and Atlantis.

## **10. EXECUTIVE SESSION**

The City Council will recess into Executive Session (closed meeting) pursuant to the provisions of Chapter 551, Subchapter D, Texas Government Code: §551.087 to discuss or deliberate regarding commercial or financial information that the City Council has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the City and with which the City Council is conducting economic development negotiations; and/or to deliberate the offer of a financial or other incentive to a business prospect.

- Discussion concerning an Economic Development Agreement with Bloomfield Homes, L.P.

## **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).

A. Discussion and action regarding an Economic Development Agreement with Bloomfield Homes, L.P.

## **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.

- May 23, 2017 – Special Meeting at 6:00 p.m. for annexation public hearings

- June 6, 2017 - Regular Meeting

## **13. PRESIDING OFFICER TO ADJOURN THE CITY COUNCIL MEETING**

1. Notice is hereby given that members of the Lavon Economic Development Corporation Board, Lavon Planning and Zoning Commission, Parks and Recreation Board, and Reinvestment Zone #1 (TIF) Board of Directors 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](http://www.cityoflavon.com) and on the City Hall bulletin board, on or before 6:00 PM on May 12, 2017.




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Kim Dobbs, City Administrator | City Secretary

Removed from posting: \_\_\_\_\_

\_\_\_\_\_  
*Signed*

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Working together



Come and Enjoy the Shopping

Enjoy the New Businesses in Lavon

# Spring Small Business Bazaar

Saturday, May 20, 2017

Noon to 5 PM

City Hall Gymnasium and Park Pavilion-120 School Rd

Volunteer signup

*Need volunteers from the LEDC and Chamber to assist vendor parking & set up in the morning and to assist guests and shoppers during the day and from 5 to 6 pm help with clean up. Can you volunteer for 2 hrs*

Volunteer from 10 am to Noon \_\_\_\_\_ Cell # \_\_\_\_\_

Volunteer from 10 am to Noon \_\_\_\_\_ Cell # \_\_\_\_\_

Volunteer from Noon to 2 p.m. \_\_\_\_\_ Cell # \_\_\_\_\_

Volunteer from Noon to 2 p.m. \_\_\_\_\_ Cell # \_\_\_\_\_

Volunteer from 2 p.m. to 4 p.m. \_\_\_\_\_ Cell # \_\_\_\_\_

Volunteer from 2 p.m. to 4p.m. \_\_\_\_\_ Cell # \_\_\_\_\_

Volunteer from 4 p.m. to 6 pm. \_\_\_\_\_ Cell # \_\_\_\_\_

Volunteer from 4 p.m. to 6 p.m. \_\_\_\_\_ Cell # \_\_\_\_\_

For question call Micki Hollien 214 934 7190 [micki.hollien@lavonedc.com](mailto:micki.hollien@lavonedc.com)



**Working Together!**



# **Spring Small Business Bazaar**

**Saturday, May 20, 2017**

**Noon to 5 PM**

**City Hall Gymnasium and Park Pavilion-120 School Rd**

**Reserve a spot today!**

Name of Business \_\_\_\_\_

Name of Contact/Owner \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_, City \_\_\_\_\_ Zip \_\_\_\_\_

Reserve 6' x 8' Booth in Gymnasium \_\_\_ with table \$25/ \_\_\_ without table \$15

Reserve 10' x' 10' Booth in Park Pavilion \_\_\_ with table \$25/ \_\_\_ without table \$15

Send Booth Reservation and Fee to Micki Hollien 214 934 7190 [micki.hollien@lavonedc.com](mailto:micki.hollien@lavonedc.com)

Or by Mail: LEDC P.O. Box 340 126 School Rd. Lavon TX 75166



Minutes  
May 2, 2017  
City of Lavon City Council  
Lavon City Hall, 120 School Rd., Lavon, TX  
Regular Meeting

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ATTENDING: VICKI SANSON, PLACE 1  
DONNIE SPRADLIN, PLACE 2  
KAY WRIGHT, PLACE 3  
MINDI SERKLAND, PLACE 5, PRESIDING

ABSENT: CHUCK TESKE, MAYOR  
MATT CHILDERS, MAYOR PRO TEM, PLACE 4

**1. PRESIDING COUNCIL MEMBER SERKLAND CALLED THE MEETING TO ORDER AT 7:00 P.M. AND ANNOUNCED A QUORUM PRESENT.**

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

**3. CITIZENS COMMENTS**

There were none.

**4. ITEMS OF INTEREST/CITY COUNCIL COMMUNICATIONS**

Upcoming items noted: Special election on May 6, 2017, LEDC Spring Small Business Bazaar on May 20, 2017 and the CWD Xtreme Green event on June 10, 2017.

**5. CONSENT AGENDA**

**A. Approve the Minutes of the April 18, 2017 Meeting.**

**MOTION: APPROVE THE CONSENT AGENDA, AS PRESENTED.**

**MOTION MADE: WRIGHT**

**SECONDED: SANSON**

**APPROVED: UNANIMOUS**

Absent: CHILDERS

**6. PUBLIC HEARING AND CONSIDERATION**

**A. Presentation of a proposed amendment to Ordinance No. 2002-01-03 Subdivision Ordinance, Section 8.00 Bonds and Insurance, Subsection (a) to increase the warranty bond requirements.**

City Administrator Kim Dobbs presented background information regarding the Subdivision Code requirement for warranty bonds for public infrastructure. Ms. Dobbs advised that the proposed amendment will increase the time period from one year to two years and the extent of the warranty coverage and noted that an informal peer city survey indicated that the terms of the proposed amendment are common among area cities.

**B. PUBLIC HEARING to receive comments regarding the proposed amendment to Ordinance No. 2002-01-03 Subdivision Ordinance, Section 8.00 Bonds and Insurance, Subsection (a) to change the warranty bond requirements.**

Ms. Serkland opened the public hearing at 7:06 pm. and invited comments in favor of the proposed amendment. There were no comments were offered. Ms. Serkland invited comments in opposition to

the proposed amendment. There being no comments, Ms. Serkland closed the public hearing at 7:07 p.m.

- C. Discussion and action regarding Ordinance No. 2017-05-01 amending Ordinance No. 2002-01-03 Subdivision Ordinance, Section 8.00 Bonds and Insurance, Subsection (a) to increase the warranty bond requirements.

**MOTION: APPROVE ORDINANCE NO. 2017-05-01 AMENDING ORDINANCE NO. 2002-01-03 SUBDIVISION ORDINANCE, SECTION 8.00 BONDS AND INSURANCE, SUBSECTION (A) TO INCREASE THE WARRANTY BOND REQUIREMENTS.**

**MOTION MADE:** SANSON  
**SECONDED:** SPRADLIN  
**APPROVED:** UNANIMOUS  
Absent: CHILDERS

## 7. ITEMS FOR CONSIDERATION

- A. Discussion and action regarding Resolution No. 2017-05-01 granting a petition of the owner of certain property to annex 75.249 acres in the Drury Anglin Survey, Abstract No. 2 adjacent to the southern boundary of the City abutting County Road 484 into the City of Lavon, proposing the annexation of the adjacent county road and right-of-way, finding of public interest for an annexation that surrounds an area, setting dates, times and places for public hearings regarding the proposed annexation, and authorizing and directing the publication of notice of such public hearings.

Ms. Dobbs provided information pertaining to the annexation process and the Owner's Petition for Voluntary Annexation submitted for the subject property. Ms. Dobbs explained that the state law requires that a county road and right-of-way adjacent to a proposed annexation area must also be annexed. Ms. Dobbs also explained that the Resolution finds that it is in the public interest to proceed with an annexation that will surround an unincorporated area consisting of 31.26 acres north of the subject property.

Russell Phillips, Rockwall Retail Investors, LLC was present to answer questions regarding the proposed annexation. Ms. Dobbs noted that the Resolution called two public hearings, the first on a regular meeting date, May 16, and the second on May 23 that will occur at a special meeting at 6:00 p.m. prior to the Planning & Zoning Commission meeting.

**MOTION: APPROVE RESOLUTION NO. 2017-05-01 GRANTING A PETITION OF THE OWNER OF CERTAIN PROPERTY TO ANNEX 75.249 ACRES IN THE DRURY ANGLIN SURVEY, ABSTRACT NO. 2 ADJACENT TO THE SOUTHERN BOUNDARY OF THE CITY ABUTTING COUNTY ROAD 484 INTO THE CITY OF LAVON, PROPOSING THE ANNEXATION OF THE ADJACENT COUNTY ROAD AND RIGHT-OF-WAY, FINDING OF PUBLIC INTEREST FOR AN ANNEXATION THAT SURROUNDS AN AREA, SETTING DATES, TIMES AND PLACES FOR PUBLIC HEARINGS REGARDING THE PROPOSED ANNEXATION, AND AUTHORIZING AND DIRECTING THE PUBLICATION OF NOTICE OF SUCH PUBLIC HEARINGS.**

**MOTION MADE:** SPRADLIN  
**SECONDED:** WRIGHT  
**APPROVED:** UNANIMOUS  
Absent: CHILDERS

- B. Discussion and action regarding Resolution No. 2017-05-02 authorizing the annexation of property owned by the City of Lavon, setting dates, times and places for public hearings regarding the proposed annexation, and authorizing and directing the publication of notice of such public hearings.

Ms. Dobbs provided information pertaining to the annexation of the City-owned property located on FM 2755 adjacent to and behind the Police and Fire Departments. Ms. Dobbs noted that the Resolution called two public hearings, the first on a regular meeting date, May 16, and the second on May 23 that will occur at a special meeting at 6:00 p.m. prior to the Planning & Zoning Commission meeting.

**MOTION: APPROVE RESOLUTION NO. 2017-05-02 AUTHORIZING THE ANNEXATION OF PROPERTY OWNED BY THE CITY OF LAVON, SETTING DATES, TIMES AND PLACES FOR PUBLIC HEARINGS REGARDING THE PROPOSED ANNEXATION, AND AUTHORIZING AND DIRECTING THE PUBLICATION OF NOTICE OF SUCH PUBLIC HEARINGS.**

**MOTION MADE:** WRIGHT  
**SECONDED:** SANSON  
**APPROVED:** UNANIMOUS  
Absent: CHILDERS

- C. Discussion and action regarding Ordinance No. 2017-05-02 amending the Minimum Construction Standards established by Ordinance No. 2017-04-03 to remove Raven 405 as an option from Standards for Manhole Construction.

Director of Public Works Sonny Mancias provided information and answered questions regarding the proposed amendment.

**MOTION: APPROVE ORDINANCE NO. 2017-05-02 AMENDING THE MINIMUM CONSTRUCTION STANDARDS ESTABLISHED BY ORDINANCE NO. 2017-04-03 TO REMOVE RAVEN 405 AS AN OPTION FROM STANDARDS FOR MANHOLE CONSTRUCTION.**

**MOTION MADE:** WRIGHT  
**SECONDED:** SPRADLIN  
**APPROVED:** UNANIMOUS  
Absent: CHILDERS

## **8. EXECUTIVE SESSION**

At 7:14 p.m., Ms. Serkland 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, Subchapter D, §551.087 to discuss or deliberate regarding commercial or financial information that the City Council has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the City and with which the City Council is conducting economic development negotiations; and/or to deliberate the offer of a financial or other incentive to a business prospect.

- Discussion concerning an Economic Development Agreement with Bloomfield Homes, L.P.

## **9. RECONVENE INTO REGULAR SESSION**

In accordance with Texas Government Code, Section 551.001, Ms. Serkland reconvened the meeting at 7:45 p.m. and advised that no action was taken in executive session.

## **10. CITY COUNCIL TO SET FUTURE MEETINGS AND AGENDAS**

Next regular meeting: May 16, 2017.

Special meeting: May 23, 2017

Mr. Spradlin requested that a discussion item be placed on an agenda regarding regulations to require maintenance contracts for On-Site Sewer Facilities (OSSF) or septic systems.

Ms. Serkland requested that a budget work session be scheduled soon. Ms. Dobbs advised that department directors were currently working on mid-year assessments and planning for the FY 2017-18 budget.

**11. MS. SERKLAND ADJOURNED THE CITY COUNCIL MEETING AT 7:50 PM.**

**DULY PASSED and APPROVED** by the City Council of the City of Lavon, Texas, on the 16<sup>th</sup> day of May, 2017.

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Charles A. Teske, Jr.  
Mayor

**ATTEST:**

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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  
4/30/17**

Total Receivables As of	4/30/17	\$ 101,420.86	pg 2
Cash Balance As of	3/31/17	\$ 42,608.24	pg 3
April Receipts		\$ 9,070.47	pg 3
April Disbursements		\$ (25,000.00)	pg 3
<b>May Disbursements:</b>			
1 Wire Transfer		\$ (5,000.00)	pg 4
2 Invoices to be paid at a later date			
Cash Balance as of	5/1/17	\$21,678.71	pg 4

CURRENT COLLECTIONS & 4 YEAR HISTORICAL DATA						
Year	Collections 4/30/17	Adjustments 4/30/17	Reserve Uncollectibles	Collections 9/1/12 - 4/30/17	Receivables 4/30/17	Percent Collected
2016	8,319.59			503,589.82	95,972.63	83.99
2015				594,114.22	5,448.23	99.09
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 4/30/16 86.00%

CURRENT CERTIFIED LEVY & 4 YEAR HISTORICAL DATA							
Year	Platted	Assessment Rates			Original Levy	Adjustments	Assessment Levy
		Class 1	Class 2	Class 3			
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		Class 1	Class 2	Class 3	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  
4/30/17**

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 - 4/30/17

2016	\$	503,589.82
2015	\$	23,987.28

( \$ 527,577.10 )

<b>TOTAL RECEIVABLE AS OF 4/30/17</b>	<b>\$</b>	<b>101,420.86</b>
		=====

**HERITAGE PUBLIC IMPROVEMENT DISTRICT #1**  
**4/30/17**

		<b>Month of</b> <u>4/30/17</u>	<b>Fiscal to Date</b> <u>10/1/16-4/30/17</u>
Cash Balance as of	3/31/17	\$ 42,608.24	\$ 32,193.68
 <b>Receipts Deposited in the Assessment Acct (UTS):</b>			
Current/Prior Assessments		8,319.59	517,917.16
Penalty & Interest		749.73	5,157.72
Atty's Fee-Del Coll			2,443.48
Overpayment Refunds			2,667.67
NSF Checks			
NSF Fees Paid			
Court Filing Fees			1,013.82
Title Search Fee			257.00
Notice of Purchaser			
Escrow			
Assessment Fees Pd in Full			7,590.18
Stale Dated Checks			85.70
Bank Interest		1.15	19.94
		<hr/>	<hr/>
<b>TOTAL RECEIPTS:</b>		<b>\$ 9,070.47</b>	<b>\$ 537,152.67</b>
 <b>Disbursements Issued from the Assessment Acct (UTS):</b>			
Transfer/Debt Service		25,000.00	540,000.00
Overpayment Refunds			2,667.64
Bank Charges			
		<hr/>	<hr/>
<b>TOTAL DISBURSEMENTS:</b>		<b>( \$ 25,000.00 )</b>	<b>( \$ 542,667.64 )</b>
Cash Balance As of	4/30/17	\$ 26,678.71	\$ 26,678.71
		<u>=====</u>	<u>=====</u>

**HERITAGE PUBLIC IMPROVEMENT DISTRICT #1  
4/30/17**

Cash Balance As of 4/30/17 \$ 26,678.71

**Disbursements For May 2017:**

<u>Check #</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
W/T	Debt Service Fund on 5/10/17	Transfer of Funds	5,000.00

Total Disbursements: ( \$ 5,000.00 )

Cash Balance As of 5/1/17 \$ 21,678.71  
=====

**Invoices to be Approved & Paid at a Later Date for April 2017:**

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
MuniCap, Inc.	Professional Fees (Inv #032017 & #042017)	\$ 1,760.00
Mike Arterburn, A/C	May Fee	\$ 850.55
	<b>Total</b>	<b>\$ 2,610.55</b>

**HERITAGE PUBLIC IMPROVEMENT DISTRICT #1  
4/30/17**

<b>CURRENT COLLECTIONS &amp; HISTORICAL DATA</b>						
<u>Year</u>	<u>Collections</u>	<u>Adjustments</u>	<u>Reserve</u>	<u>Collections</u>	<u>Receivables</u>	<u>Percent</u>
	<u>4/30/17</u>	<u>4/30/17</u>	<u>Uncollectables</u>	<u>9/1/07- 4/30/17</u>	<u>4/30/17</u>	<u>Collected</u>
2016	8,319.59			503,589.82	95,972.63	83.99
2015				594,114.22	5,448.23	99.09
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

<b>CURRENT CERTIFIED LEVY &amp; HISTORICAL DATA</b>								
<u>Year</u>	<u>Replatted</u>	<u>Class 1</u>	<u>Class 2</u>	<u>Class 3</u>	<u>Original</u>	<u>Adjustments</u>	<u>Assessment</u>	<u>SR/KR</u>
					<u>Levy</u>		<u>Levy</u>	<u>Rolls</u>
2016	2006	675.89			274,411.34		274,411.34	
	2008	663.13	810.27		144,228.06		144,228.06	
			794.96		69,628.65		69,628.65	
				397.48	85,855.68		85,855.68	
					25,438.72		25,438.72	
					599,562.45		599,562.45	
2015	2006	675.89			274,411.34		274,411.34	
	2008	663.13	810.27		145,038.33	(810.27)	144,228.06	0-1
			794.96		69,628.65		69,628.65	
				397.48	85,855.68		85,855.68	
					25,438.72		25,438.72	
					600,372.72		599,562.45	
2014	2006	675.89			274,411.34		274,411.34	
	2008	663.13	810.27		145,038.33		145,038.33	
			794.96		69,628.65		69,628.65	
				397.48	85,855.68		85,855.68	
					25,438.72		25,438.72	
					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  
4/30/17**

**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**
  
- \$ 7,590.18 2016 Received funds in the amount of \$7,590.18 on 3/17 report. Applied as follows:  
\$7,590.18 as other fees & applied as full payment for **Account # R-9095-00G-0120-1**

**Notes:**

**Installment Plans**

<u>Year(s)</u>	<u>Name/Account Number</u>	<u>Payment Schedule</u>	<u>Current Yes/No</u>
2016	Linda Gayler R-9032-00D-0240-1	3/17-2/18 12 Months	Yes
2015	George & Reyna Duarte R-9032-00B-0280-1	4/17-3/18 12 Months	Yes

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

# INVOICE

**Invoice Date** 3/10/2017  
**Invoice #** 032017-138

**Balance Due** \$392.50

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

**Remit check to:**

or

**Wire Instructions:**

MuniCap, Inc.  
 8630 M Guilford Road #263  
 Columbia, MD 21046

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**  
3/10/2017

**Invoice #**  
032017-138

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

Project		Heritage PID #1	Terms	Client #
			Net 30	1657
Item	DATE	Description	Hrs	Amount
Assoc (MV)	2/8/2016	Process administrative invoices and certificates authorizing payment and forward for approval, as required by Trust Indenture.	0.25	33.75
Sr Assoc (JA)	2/9/2017	Work on annual continuing disclosure report.	0.5	75.00
Sr Assoc (JA)	2/10/2017	Continue working on annual continuing disclosure report.	0.75	112.50
Assoc (MV)	2/14/2017	Process administrative invoices and certificates authorizing payment and forward for approval, as required by Trust Indenture.	0.25	33.75
Sr Assoc (JA)	2/16/2017	Update account reconciliation for January activity.	0.25	37.50
Vice Pres (AY)	2/27/2017	Discussion with homeowner and send payment status inquiry to tax collector.	0.5	100.00
Subtotal Fees:				392.50
EIN: 03-0461891. Overdue accounts are subject to 1% monthly finance charge.			<b>Total</b>	<b>\$392.50</b>

May 8, 2017

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 **\$392.50 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** 4/11/2017  
**Invoice #** 042017-145

**Balance Due** \$1,367.50

**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** 4/11/2017  
**Invoice #** 042017-145

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

**Terms** Net 30  
**Client #** 1657

Project		Heritage PID #1			
Item	DATE	Description	Hrs	Amount	
Sr Assoc (JA)	3/2/2017	Work on master parcel file and prepare FAQs for district.	2.25	337.50	
Vice Pres (AY)	3/8/2017	Discussion with tax collector regarding prepayments and fund deposits.	0.5	100.00	
Assoc (MV)	3/14/2017	Process administrative invoices and certificates authorizing payment and forward for approval, as required by Trust Indenture.	0.25	33.75	
Assoc (MV)	3/21/2017	Check and email trustee regarding available of funds for the debt service due on April 1, 2017.	0.25	33.75	
Vice Pres (AY)	3/21/2017	Review and work on annual continuing disclosure report.	0.5	100.00	
Vice Pres (AY)	3/24/2017	Continue working on annual continuing disclosure report.	1.5	300.00	
Sr Assoc (JA)	3/27/2017	Update account reconciliation for February activity.	0.25	37.50	
Vice Pres (AY)	3/27/2017	Continue working on annual continuing disclosure report.	1	200.00	
Sr Assoc (JA)	3/28/2017	Update annual continuing disclosure report.	0.5	75.00	
Vice Pres (AY)	3/28/2017	Finalize and file annual disclosure report to EMMA.	0.75	150.00	
Subtotal Fees:					1,367.50

EIN: 03-0461891. Overdue accounts are subject to 1% monthly finance charge.

**Total** \$1,367.50

Billing Inquiries? Call (443) 539-4104

April 12, 2017

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 \$1,367.50 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

Mike Arterburn, Tax A/C

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

# Invoice

Date	Invoice #
5/1/2017	6348

Bill To
Heritage PID 1

Item	Description	Amount
Monthly Fee	May Assessor-Collector Fee	850.55
<b>Total</b>		\$850.55
<b>Payments/Credits</b>		\$0.00
<b>Balance Due</b>		\$850.55



# CITY OF LAVON CITY COUNCIL Agenda Brief

**MEETING:** May 16, 2017

**ITEM:** 6-A

---

**Item:**

**PUBLIC HEARING** to receive comments regarding the petition of the owner of certain property to voluntarily annex 75.249 acres in the Drury Anglin Survey, Abstract No. 2 adjacent to the southern boundary of the City abutting County Road 484 into the City of Lavon and the annexation of the adjacent county road and right-of-ways.

**Background:**

On April 19, 2017 the City received a Petition for Annexation from Tom Moon for the voluntary annexation of 75.249 acres of land adjacent to the City. The property is presently vacant and undeveloped. Pursuant to Texas Local Government Code (LGC), Section 43.106, the City is required to annex the portion of the county road and the right-of-way adjacent to the proposed annexation area.

On May 2, 2017, the City Council considered the petition and scheduled public hearings pursuant to state law.

***Excerpt:***

**Texas Local Government Code**

Sec. 43.063. ANNEXATION HEARING REQUIREMENTS. (a) Before a municipality may institute annexation proceedings, the governing body of the municipality must conduct two public hearings at which persons interested in the annexation are given the opportunity to be heard. The hearings must be conducted on or after the 40th day but before the 20th day before the date of the institution of the proceedings.

The public hearing on May 16 is the first of two public hearings. The second public hearing is scheduled for May 23, 2017 at 6:00 p.m. at a Special City Council meeting.

**Attachments:** Annexation Site Exhibit  
Annexation Petition  
Annexation Timeline  
Draft Service Plan

May 10, 2017



**PETITION REQUESTING ANNEXATION BY AREA LANDOWNERS**

TO THE MAYOR OF THE GOVERNING BODY OF THE CITY OF LAVON, TEXAS:

The undersigned owners of the hereinafter described tract of land, which is vacant and without residents, or on which fewer than three qualified voters reside, hereby waive the requirement to be offered a development agreement pursuant to Section 43.035 and petition your honorable Body to extend the present city limits so as to include as part of the City of Lavon, Texas, the following described territory, to wit:

**Attachment A**

Description of the territory covered by the petition by metes and bounds

We certify that the above described tract of land is contiguous and adjacent to the City of Lavon, Texas, is not more than one-half mile in width [only limited by Local Government Code Section 43.028], and that this petition is signed and duly acknowledged by each and every person having an interest in said land.

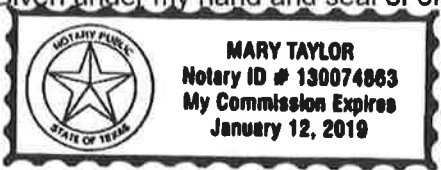
Signed: \_\_\_\_\_  
Signed: Russell S. Phillips FOR ROCKWALL RETAIL INVESTORS, LLC  
Signed: \_\_\_\_\_

THE STATE OF TEXAS

COUNTY OF Rockwall

BEFORE ME, the undersigned authority, on this day personally appeared Thomas Mason known to me to be the persons whose names are subscribed to the foregoing instrument and each acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, this 19<sup>th</sup> day of April, 2017



Mary Taylor  
Notary Public in and for Rockwall County, Texas.

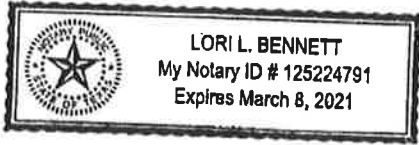
THE STATE OF TEXAS

COUNTY OF Rockwall

BEFORE ME, the undersigned authority, on this day personally appeared Russell Phillips known to me to be the persons whose names are subscribed to the foregoing instrument and each acknowledged to me that he executed the same for the purposes and consideration therein expressed.

RECEIVED  
APR 19 2017  
CITY OF LAVON

Given under my hand and seal of office, this 18th day of April, 2017.



Lori L. Bennett  
Notary Public in and for  
Rockwall County, Texas.

THE STATE OF TEXAS

COUNTY OF \_\_\_\_\_

BEFORE ME, the undersigned authority, on this day personally appeared \_\_\_\_\_ known to me to be the persons whose names are subscribed to the foregoing instrument and each acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for  
\_\_\_\_\_ County, Texas.

## Attachment A

### METES AND BOUNDS DESCRIPTION OF THE PROPERTY

Being all that certain lot, tract, or parcel of land located in the DRURY ANGLIN SURVEY, Abstract No. 2, Collin County, Texas, and being all that tract of land described in deed to Thomas J. Moon and wife, Jennifer A. Moon, recorded in Document No. 96-0085000, of the Larxl Records, of Collin county, Texas, and being a part of that called 414 acre tract described in deed to Maude E. Daugherty, recorded in Volume 165, Page 483, Deed Records, Collin County, Texas, and being more particularly described as follows:

Commencing at a 112• iron rod found for comer in or near the Center line of county Road No. 484, and being the Southwest corner of said 414acre tract, and being the Northwest corner of a tract of land described in deed to Blake Boyd McCarthy, recorded in Document No. 2000-58716, Official Public Records, Collin County, Texas;

Thence North 00°15'00" East, along the West line of said 414acre tract, a distance of 289.23' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set for comer at the PLACE OF BEGINNING of the tract of land herein described;

Thence North 00°15'00" East, along or near the centerline of said County Road No. 484, and the said West line of 414acre tract, a distance of 1243.32' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set at the Southwest comer of a tract of land described in deed to City of Lavon, recorded in Instrument No. 20060725001041390, Official Public Records, Collin County, Texas;

Thence Easterly, along or near the center of a creek and along the common line of said City of Lavon Tract and said Moon Tract the following three (3) courses and distances;

- 1) Thence South 70°00'00" East, a distance of 196.59' to a point for corner;
- 2) Thence North 69°00'00" East, a distance of 452.12' to a point for corner;
- 3) Thence South 55°15'00" East, passing at a distance of 68.76' the Southeast corner of said City of Lavon tract, and the Southwest corner of a tract of land described in deed to Cape Cod Bank and Trust Company, recorded in Volume 2651, Page 27, Deed Records, Collin County, Texas, continuing a total distance of 133.28' to a point for corner;

Thence Easterly, along or near the center of a creek and along common line of said Cape Cod Bank and Trust Company tract and said Moon Tract the following five (5) courses and distances;

- 1) Thence North 76°00'00" East, a distance of 139.43' to a point for corner;
- 2) Thence South 65°26'49" East, a distance of 98.46' to a point for corner;
- 3) Thence North 52°44'00" East, a distance of 278.92' to a point for corner;
- 4) Thence South 84°45'00" East, a distance of 139.43' to a point for corner;
- 5) Thence North 61°00'00" East, a distance of 155.83' to a point at the Southeast corner of said tract of land described in deed to City of Lavon, (Inst. No. 20060725001041390);

Thence Easterly, along or near the center of a creek and along the common line of said City of Lavon Tract and said Moon Tract the following six (6) courses and distances;

- 1) Thence North 45°00'00" East, a distance of 146.60' to a point for corner;
- 2) Thence North 65°15'00" East, a distance of 240.92' to a point for corner;
- 3) Thence North 63°30'00" East, a distance of 131.23' to a point for corner;
- 4) Thence North 78°45'00" East, a distance of 344.47' to a point for corner;
- 5) Thence South 55°45'00" East, a distance of 156.86' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set for corner;
- 6) Thence South 37°15'00" East, a distance of 69.24' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set for corner;

Thence South 00°01'02" West, passing through said 414 acre tract, and passing at a distance of 255.57' to the Northwest corner of a tract of land described in deed to World Land Developers, recorded in Instrument No. 20070913001281380, Official Public Records, Collin County, Texas, and continuing a total distance of 1414.76' to a 1/2" iron rod found for corner in the South line of said 414 acre tract, and being in the North line of a tract of land described in deed to Roy Brian Webb and Andrea Kay Campbell, recorded in Volume 4761, Page 200, Deed Records, Collin County, Texas;

Thence South 76°03'28" West, along said North line of said Webb and Campbell tract, a distance of 909.33' to a 1/2" iron rod found for corner;

Thence South 76°03'28" West, a distance of 179.42' to a 1/2" iron rod found for corner at the Northwest corner of said Webb and Campbell tract;

Thence South 78°01'55" West, along said South line of the 414 acre tract, a distance of 313.41' to a 1/2" iron rod found for corner;

Thence North 17°00'56" West, passing through said 414 acre tract, a distance of 283.50' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5310" set for corner;

Thence South 77°55'53" West, a distance of 968.44' to the PLACE OF BEGINNING end containing 3,277,850 square feet or 75.249 acres of land

City of Lavon, Texas

**Annexation of Area Exempt  
from the Annexation Plan Requirement  
(including Annexation on Petition of Area Landowners or Voters)**

- April 19      Petition for Annexation submitted to the City
- May 2        Resolution of the City Council to accept the petition and schedule public Hearings. May 16 and May 23
- May 3        Publish notice of first hearing. §43.063.  
  
Post notice of first public hearing on Internet Web site, if city has an internet website. §43.063(c).  
  
Send written notice to each public school district in the area to be annexed. §43.905.
- May 10      Publish notice of second hearing. §43.053.  
  
Post notice of second public hearing on Internet Web site, if city has an internet website. §43.063(c).
- May 16      Hold first public hearing. §43.063.
- May 23      Hold second public hearing. §43.063. **Special Meeting**
- June 16     Post notice of annexation ordinance adoption under Open Meetings Act.
- June 20     Adopt Annexation Ordinance** (Institution of Proceedings—proceedings are instituted and completed at same time in city that only requires one reading).

EXHIBIT “ \_\_\_\_\_ ”

**CITY OF LAVON  
ANNEXATION SERVICE PLAN**

**Case Name:** Crestridge Meadows – May 2017

**Description:**

- 1. Being a 75.249 acre parcel of land adjacent to and located within the extraterritorial jurisdiction of the City of Lavon, Texas and situated in the Drury Anglin Survey, Abstract No. 2, Collin County, Texas, and being all that tract of land described in deed to Thomas J. Moon and wife, Jennifer A. Moon, recorded in Document No. 96-0085000, of the Land Records, of Collin County, Texas, and being a part of that called 414 acre tract described in deed to Maude E. Daugherty, recorded in Volume 165, Page 483, Deed Records, Collin County, Texas and being more particularly described in Exhibit “A” and depicted in Exhibit “B” attached hereto and made a part hereof.*
- 2. Approximately 1.0 acres of land consisting of the portion of Collin County Road 484 that abuts the above-described property and the right-of-way adjacent thereto.*

**PUBLIC SAFETY SERVICES**

**FIRE SERVICES**

**Existing Services:** Nevada Volunteer Fire Department

**Services to be Provided:** Fire suppression will be available to the area upon annexation at the same or similar level as is provided to other areas of the City. Primary fire response will be provided by the Nevada Volunteer Fire Department (NVFD) Adequate fire suppression activities can be afforded to the annexed area within current budget appropriation. Fire prevention activities will be provided by the Fire Marshall's office as needed. The NVFD is party to several Mutual Aid Agreements with area volunteer departments that will provide back-up service as appropriate.

**POLICE SERVICES**

**Existing Services:** Currently, the area is under the jurisdiction of the Collin County Sheriff's Office.

**Services to be Provided:** Upon annexation, the City of Lavon Police Department will extend regular and routine patrol and police services to the area. It is anticipated that the implementation of police patrol activities can be effectively accommodated within the current budget and staff appropriation.

**EMERGENCY MEDICAL SERVICES**

**Existing Services:** None

**Services to be Provided:** Beginning on the effective date of the annexation ordinance, the area will become a part of the Southeast Collin County EMS/Ambulance Coalition and ambulance service will be provided pursuant to the City's contract for services.. Services can be provided within the current budget appropriation.

## **CODE ENFORCEMENT SERVICES**

**Existing Services:** None

**Services to be Provided:** Any inspection services now provided by the City (building, electrical, plumbing, gas, housing, health, etc.) will begin in the annexed area on the effective date of annexation. Services can be provided within the current budget appropriation.

## **MUNICIPAL SERVICES**

### **PLANNING & ZONING SERVICES**

**Existing Services:** None

**Services to be Provided:** The Planning and Zoning jurisdiction of the City will extend to the annexed area on the effective date of annexation. City planning will thereafter encompass the annexed area. Services can be provided within the current budget appropriation.

### **STORM DRAINAGE SERVICES**

**Existing Services:** None

**Services to be Provided:** Beginning on the effective date of the annexation ordinance, the City of Lavon will include the annexed area in its service area for drainage services at the same or similar level as is provided to other areas of the City, taking into account different characteristics of topography, land uses and population density. Services will include, but are not limited to: routine review and monitoring of culverts and storm sewers; flood plain design and assistance; and engineering review as the area relates to the City as a whole. Services can be provided within the current budget appropriation.

### **STREET SERVICES**

**Existing Services:** County Road Maintenance

**Services to be Provided:** Beginning on the effective date of the annexation ordinance, the City of Lavon will provide maintenance for streets in accordance with existing City ordinances, resolutions and regulations. Municipal services will include, but are not limited to: routine maintenance, street lighting, ice and snow monitoring of major thoroughfares, and assessment of street conditions for long-term maintenance scheduling. As streets are constructed in undeveloped portions of the annexed area, the appropriate City ordinances, resolutions and regulations of the City shall apply. Services can be provided within the current budget appropriation.

### **TRANSPORTATION AND TRAFFIC SERVICES**

**Existing Services:** None

**Services to be Provided:** Beginning on the effective date of the annexation ordinance, the City of Lavon will join Collin County and the State of Texas Department of Transportation in providing transportation-planning services to the annexed area. The annexed area will be included in the City of Lavon's Thoroughfare Plan and will receive an enhanced voice in the Transportation Planning Process through the City of Lavon's representation on regional planning teams. Services can be provided within the current budget appropriation.

## **PARKS SERVICES**

**Existing Services:** None

**Services to be Provided:** Beginning on the effective date of the annexation ordinance, all of the city's parks and recreation facilities shall be available for use by residents of the annexed area. The annexed area will be included in the park planning processes. Services can be provided within the current budget appropriation.

## **UTILITY SERVICES**

### **SOLID WASTE COLLECTION SERVICES**

**Existing Services:** None

**Services to be Provided:** Beginning on the effective date of the annexation ordinance, the City of Lavon will provide solid waste collection and recycling services. Service is provided in accordance with City regulations and is provided as a fee-based service per contract with a private provider. Service requests and billing are administered through the City. Service shall comply with existing City policies.

### **WATER SERVICES**

**Existing Services:** Bear Creek Special Utility District

**Services to be Provided:** Water service shall continue to be provided to the annexed area by a special utility district in accordance with existing State laws, City ordinances, resolutions, regulations and policies. Construction of water utility-related facilities will be built in accordance with the City of Lavon construction standards.

### **SANITARY SEWER SERVICES**

**Existing Services:** None

**Services to be Provided:** Sanitary sewer service will be provided in accordance with applicable codes and departmental policy. Upon completion of construction of sanitary sewer facilities, including off-site facilities, the City shall assume maintenance and service responsibilities for the sanitary sewer system in the annexed area in accordance with existing City ordinances, resolutions regulations and policies.

## **MISCELLANEOUS SERVICES**

All other applicable municipal services will be provided to the area in accordance with the City of Lavon's established policies governing extension of municipal services to newly annexed areas.



# CITY OF LAVON CITY COUNCIL Agenda Brief

MEETING: May 16, 2017

ITEM: 6-B

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**Item:**

**PUBLIC HEARING** to receive comments regarding the voluntary annexation of property owned by the City of Lavon consisting of 5.1 acres of all that certain lot, tract or parcel of land located in the Drury Anglin Survey, Abstract No. 2, Lavon, Collin County, Texas and being the same tract of land described in Deed to Robert C. Lea, recorded in Instrument No. 93-0032886, Deed Records, Collin County, Texas situated on FM 2755 adjacent to and behind the Police and Fire Department buildings.

**Background:**

Pursuant to Texas Local Government Code (LGC), Section 43.026, the City may annex property that the City owns. This proceeding will annex the property in the vicinity of the intersection of Main St. and FM 2755 that is adjacent to the Police and Fire buildings.

On May 2, 2017, the City Council authorized the annexation and scheduled public hearings pursuant to state law.

***Excerpt:***

**Texas Local Government Code**

Sec. 43.063. ANNEXATION HEARING REQUIREMENTS. (a) Before a municipality may institute annexation proceedings, the governing body of the municipality must conduct two public hearings at which persons interested in the annexation are given the opportunity to be heard. The hearings must be conducted on or after the 40th day but before the 20th day before the date of the institution of the proceedings.

The public hearing on May 16 is the first of two public hearings. The second public hearing is scheduled for May 23, 2017 at 6:00 p.m. at a Special City Council meeting.

**Attachments:** Annexation Site Exhibit  
Annexation Timeline  
Draft Service Plan

May 10, 2017



City of Lavon, Texas

**Annexation of Area Exempt  
from the Annexation Plan Requirement  
(including Annexation on Petition of Area Landowners or Voters)**

- May 2 Resolution of the City Council to authorize the annexation and schedule Public Hearings. May 16 and May 23
- May 3 Publish notice of first hearing. §43.063.  
  
Post notice of first public hearing on Internet Web site, if city has an internet website. §43.063(c).  
  
Send written notice to each public school district in the area to be annexed. §43.905.
- May 10 Publish notice of second hearing. §43.053.  
  
Post notice of second public hearing on Internet Web site, if city has an internet website. §43.063(c).
- May 16 Hold first public hearing. §43.063.
- May 23 Hold second public hearing. §43.063. **Special Meeting**
- June 16 Post notice of annexation ordinance adoption under Open Meetings Act.
- June 20 Adopt Annexation Ordinance** (Institution of Proceedings—proceedings are instituted and completed at same time in city that only requires one reading).

EXHIBIT “ \_\_\_\_\_ ”

**CITY OF LAVON  
ANNEXATION SERVICE PLAN**

**Case Name:** City 5.1 acres– May 2017

**Description:**

*5.1 acres of land being all that certain lot, tract or parcel of land located in the Drury Anglin Survey, Abstract No. 2, Lavon, Collin County, Texas and being the same tract of land described in Deed to Robert C. Lea, recorded in Instrument No. 93-0032886, Deed Records, Collin County, Texas.*

**PUBLIC SAFETY SERVICES**

**FIRE SERVICES**

**Existing Services:** Nevada Volunteer Fire Department

**Services to be Provided:** Fire suppression will be available to the area upon annexation at the same or similar level as is provided to other areas of the City. Primary fire response will be provided by the Nevada Volunteer Fire Department (NVFD) Adequate fire suppression activities can be afforded to the annexed area within current budget appropriation. Fire prevention activities will be provided by the Fire Marshall's office as needed. The NVFD is party to several Mutual Aid Agreements with area volunteer departments that will provide back-up service as appropriate.

**POLICE SERVICES**

**Existing Services:** None

**Services to be Provided:** Currently, the area is under the jurisdiction of the Collin County Sheriff's Office. However, upon annexation, the City of Lavon Police Department will extend regular and routine patrols to the area. It is anticipated that the implementation of police patrol activities can be effectively accommodated within the current budget and staff appropriation.

**EMERGENCY MEDICAL SERVICES**

**Existing Services:** None

**Services to be Provided:** Beginning on the effective date of the annexation ordinance, the area will become a part of the EMS Southeast Collin County EMS/Ambulance Coalition and ambulance service will be provided by the same provider that the City uses. Services can be provided within the current budget appropriation.

**CODE ENFORCEMENT SERVICES**

**Existing Services:** None

**Services to be Provided:** Any inspection services now provided by the City (building, electrical, plumbing, gas, housing, health, etc.) will begin in the annexed area on the effective date of annexation. Services can be provided within the current budget appropriation.

## **MUNICIPAL SERVICES**

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### **PLANNING & ZONING SERVICES**

**Existing Services:** None

**Services to be Provided:** The Planning and Zoning jurisdiction of the City will extend to the annexed area on the effective date of annexation. City planning will thereafter encompass the annexed area. Services can be provided within the current budget appropriation.

### **STORM DRAINAGE SERVICES**

**Existing Services:** None

**Services to be Provided:** Beginning on the effective date of the annexation ordinance, the City of Lavon will include the annexed area in its service area for drainage services at the same or similar level as is provided to other areas of the City, taking into account different characteristics of topography, land uses and population density. Services will include, but are not limited to: routine review and monitoring of culverts and storm sewers; flood plain design and assistance; and engineering review as the area relates to the City as a whole. Services can be provided within the current budget appropriation.

### **STREET SERVICES**

**Existing Services:** County Street Maintenance

**Services to be Provided:** Beginning on the effective date of the annexation ordinance, the City of Lavon will provide maintenance for streets in accordance with existing City ordinances, resolutions and regulations. Municipal services will include, but are not limited to: routine maintenance, street lighting, ice and snow monitoring of major thoroughfares, and assessment of street conditions for long-term maintenance scheduling. As streets are constructed in undeveloped portions of the annexed area, the appropriate City ordinances, resolutions and regulations of the City shall apply. Services can be provided within the current budget appropriation.

### **TRANSPORTATION AND TRAFFIC SERVICES**

**Existing Services:** None

**Services to be Provided:** Beginning on the effective date of the annexation ordinance, the City of Lavon will join Collin County and the State of Texas Department of Transportation in providing transportation-planning services to the annexed area. The annexed area will be included in the City of Lavon's Thoroughfare Plan and will receive an enhanced voice in the Transportation Planning Process through the City of Lavon's representation on regional planning teams. Services can be provided within the current budget appropriation.

### **PARKS SERVICES**

**Existing Services:** None

**Services to be Provided:** Beginning on the effective date of the annexation ordinance, all of the city's parks and recreation facilities shall be available for use by residents of the annexed area. The annexed area will be included in the park planning processes. Services can be provided within the current budget appropriation.

## UTILITY SERVICES

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### **SOLID WASTE COLLECTION SERVICES**

**Existing Services:** None

**Services to be Provided:** Beginning on the effective date of the annexation ordinance, the City of Lavon will provide solid waste collection and recycling services. Service is provided in accordance with City regulations and is provided as a fee-based service per contract with a private provider. Service requests and billing are administered through the City. Service shall comply with existing City policies.

### **WATER SERVICES**

**Existing Services:** None

**Services to be Provided:** Water service shall be provided to the annexed area by a special utility district in accordance with existing State laws, City ordinances, resolutions, regulations and policies. Construction of water utility-related facilities will be built in accordance with the City of Lavon construction standards.

### **SANITARY SEWER SERVICES**

**Existing Services:** None

**Services to be Provided:** Sanitary sewer service will be provided in accordance with applicable codes and departmental policy. Upon completion of construction of sanitary sewer facilities, including off-site facilities, the City shall assume maintenance and service responsibilities for the sanitary sewer system in the annexed area in accordance with existing City ordinances, resolutions regulations and policies.

## MISCELLANEOUS SERVICES

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All other applicable municipal services will be provided to the area in accordance with the City of Lavon's established policies governing extension of municipal services to newly annexed areas.



**CITY OF LAVON  
CITY COUNCIL  
Agenda Brief**

**MEETING: May 16, 2017**

**ITEM: 7A-7D**

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**Item:**

**STAFF REPORTS**

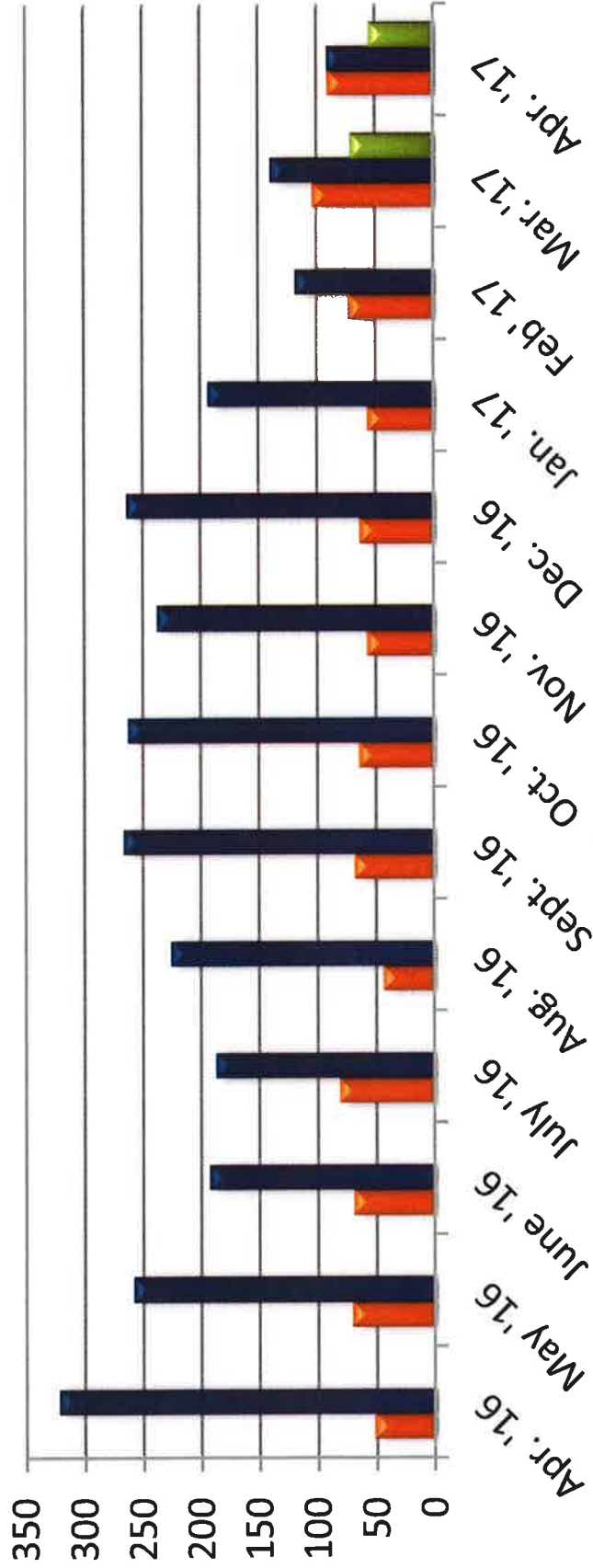
- A.** Police Department – 1) Police Department statistics April 2016 through April 2017, 2) Speed trailer and 3) Police Explorers Posts.
- B.** Fire Department – 1) Fire Department activity and 2) Southeast Collin County EMS Coalition Meeting and Paramedics Plus/ETMC Update.
- C.** Public Works Department – 1) General public works and street maintenance report including mowing and trash collection, 2) Epoxy coated three of nine scheduled manholes, 3) Walk through at Traditions for final punch list, 4) Planted seasonal color at the monument sign, 5) Replaced street sign at Austin and Burnett and 6) Installed identification signs at sewer facilities.
- D.** Administration – 1) Financial Outlook, 2) Building Permits Report and 3) March 2017 Recycling Services summary.

May 10, 2017

# Calls for Service

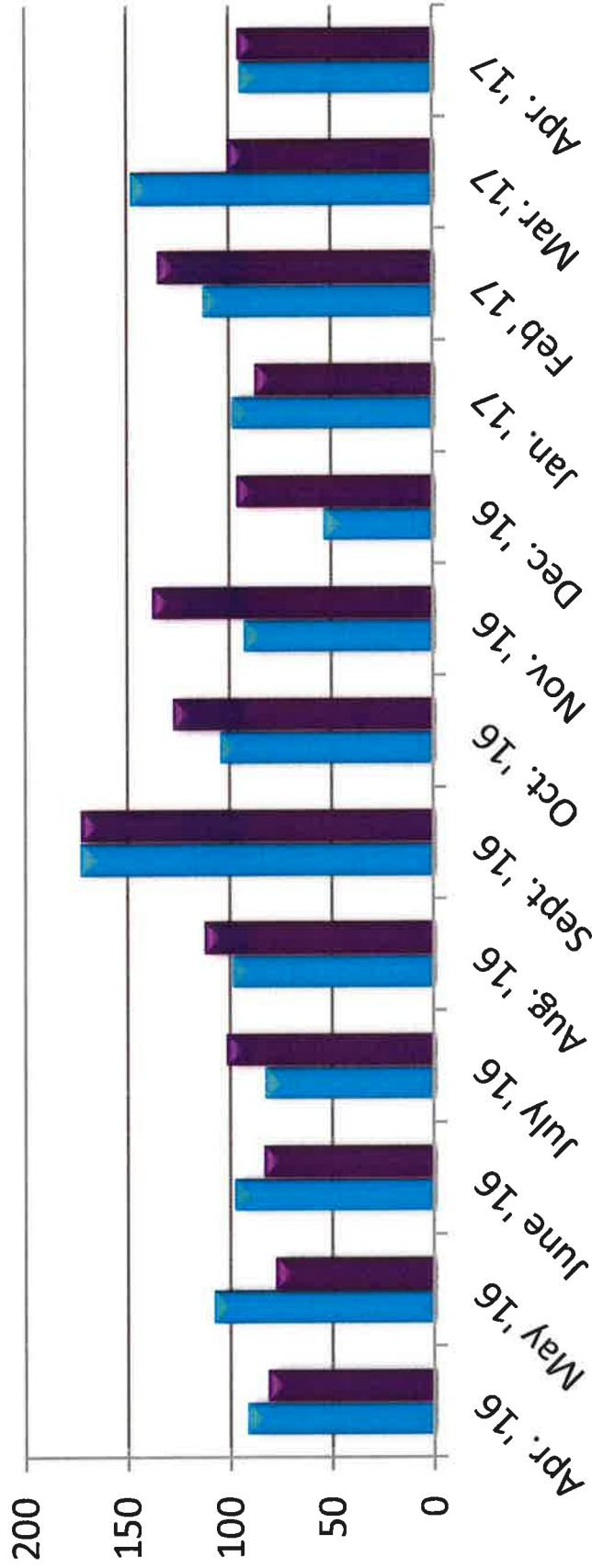
■ Enforcement Calls
 ■ General Calls\*
 ■ Security Checks

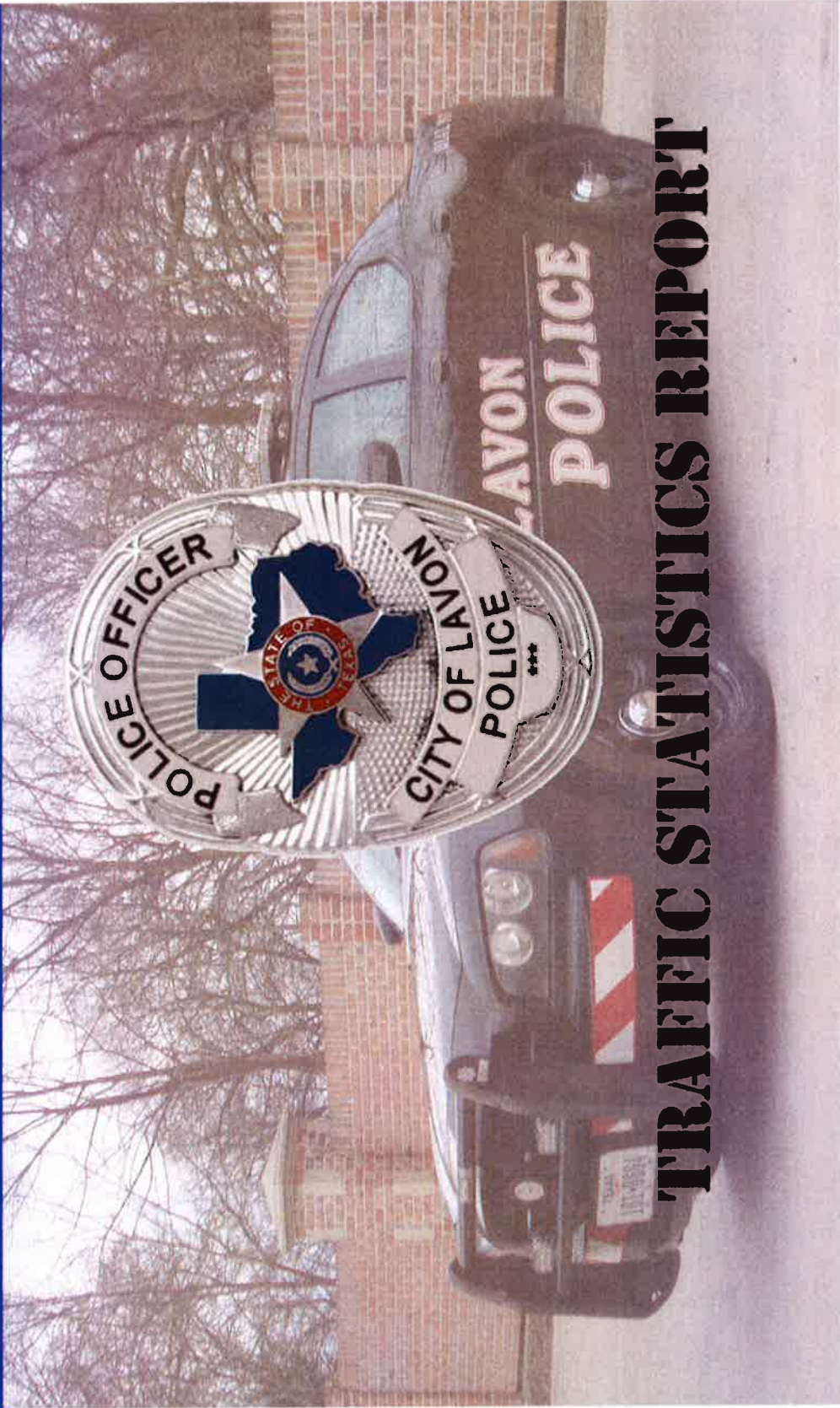
\*Does not include Enforcement Calls  
 \*\* Formerly included in General Calls



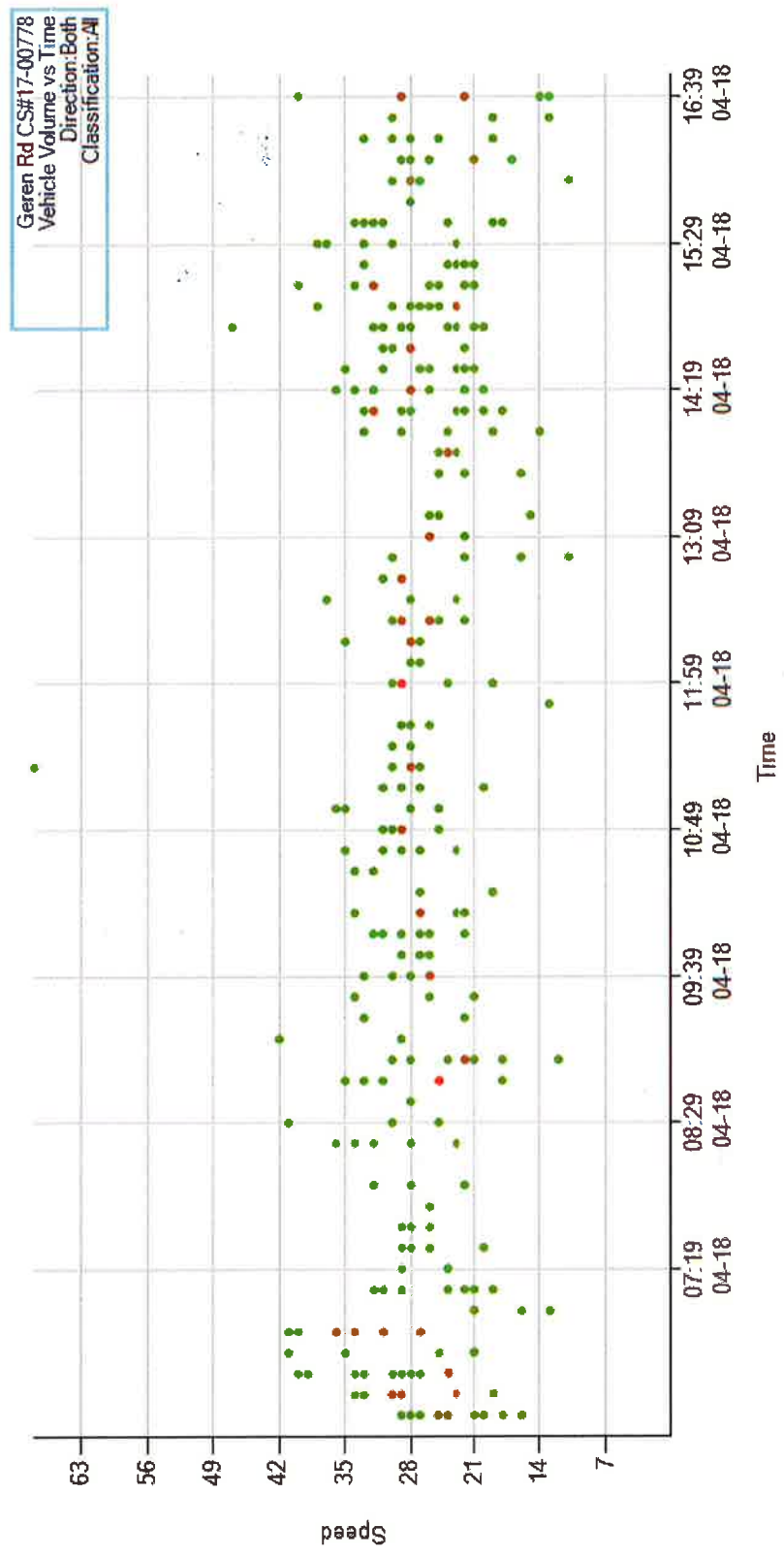
# Traffic Enforcement

■ Citations ■ Warnings



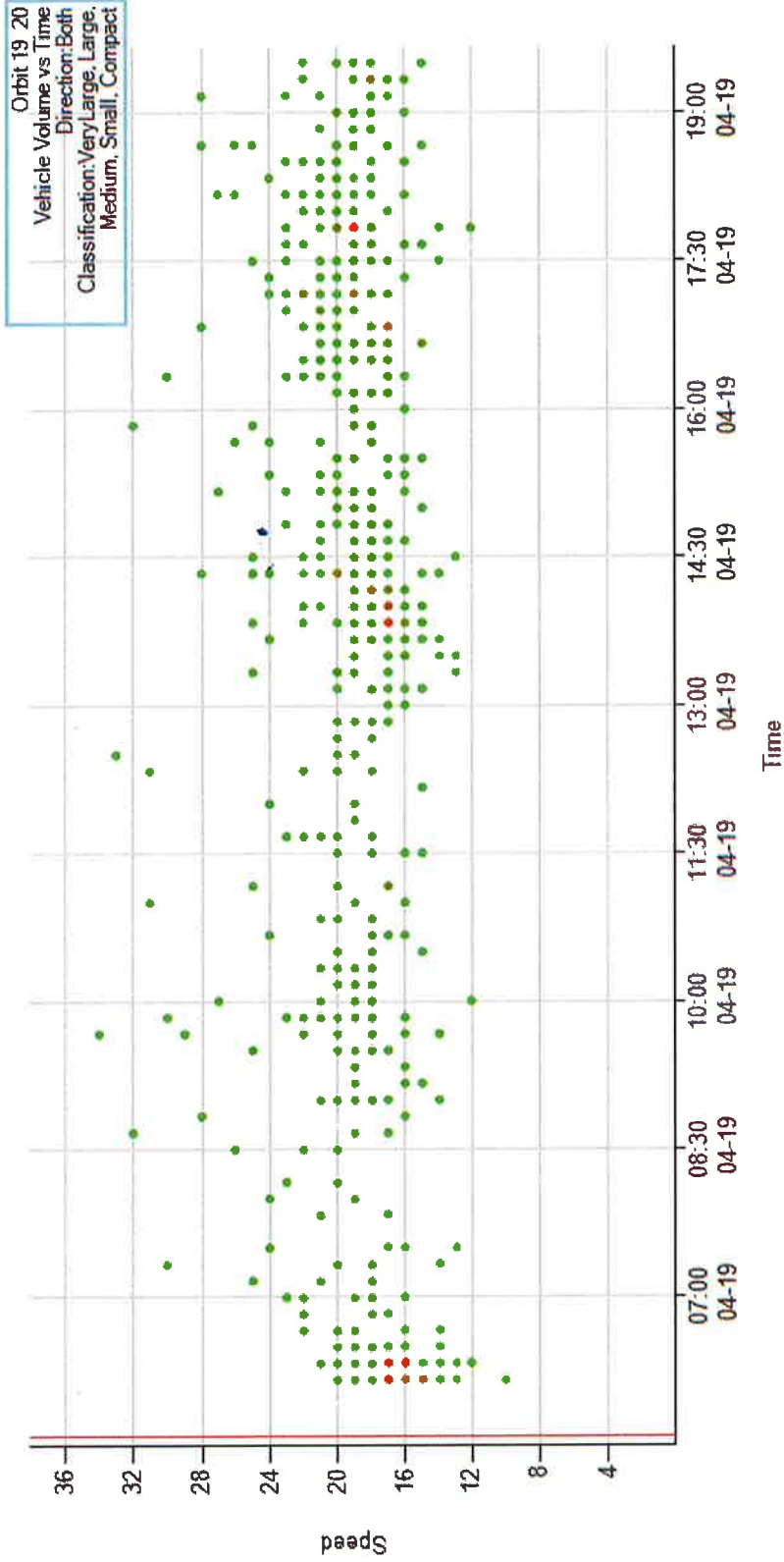


**TRAFFIC STATISTICS REPORT**

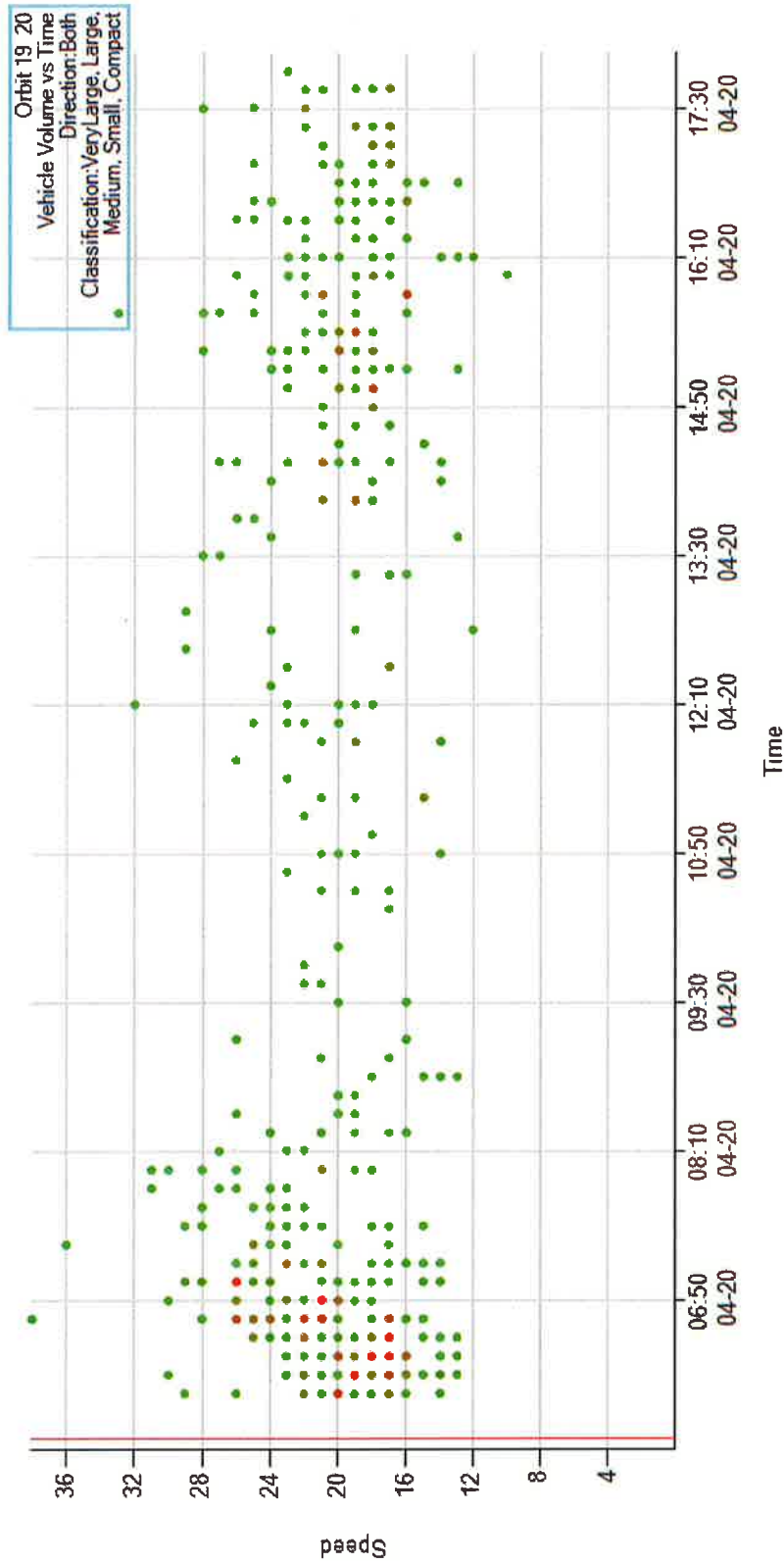


Survey Name	Gerem Rd CS#17-00778	Speed Unit	Miles/Hour	Average Speed	27.3	MPH	Total Volume	572	100%
Start Date	2017-04-18	Speed Limit	30	Max Speed	68	MPH	Over Limit Count	140	24.5%
Stop Date	2017-04-18			Min Speed	11	MPH	Under Limit Count	432	75.5%
				85th Percentile	33	MPH	Over Threshold Count	432	3%
				10 MPH Pace	23 - 32	MPH	In Pace Count	329	57.5%

Gerem Rd 4-18

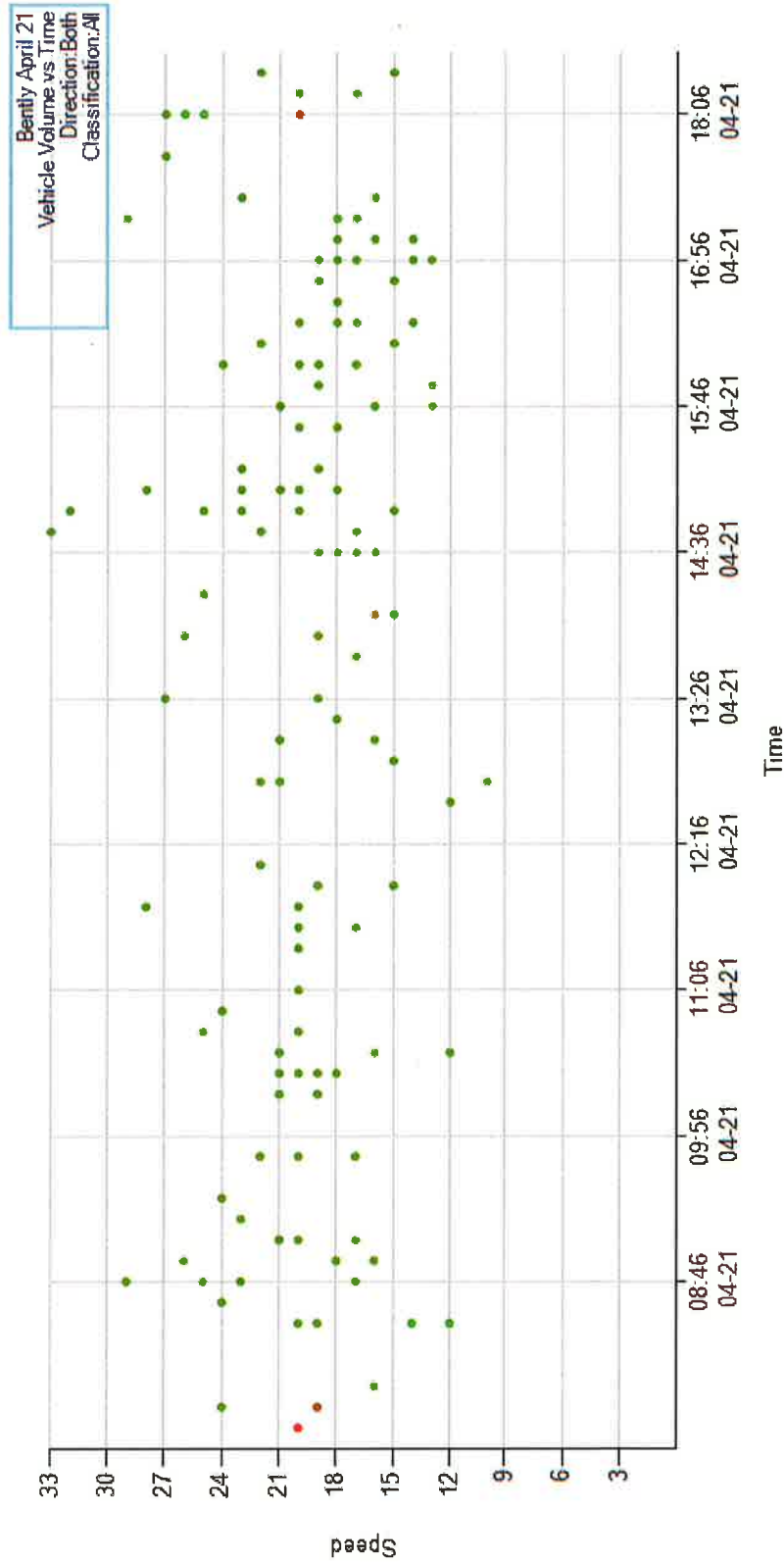


Survey Name	Orbit 19 20	Speed Unit	Miles/Hour	Average Speed	MPH	Total Volume	100%
Start Date	2017-04-19	Speed Limit	20	Max Speed	MPH	Over Limit Count	-14.7%
Stop Date	2017-04-19			Min Speed	MPH	Under Limit Count	114.7%
				85th Percentile	MPH	Over Threshold Count	2%
				10 MPH Pace	MPH	In Pace Count	74.9%



Survey Name	Orbit 19 20	Miles/Hour	20.4	Average Speed	20.4	MPH	Total Volume	744	100%
Start Date	2017-04-20	Speed Unit	20	Max Speed	38	MPH	Over Limit Count	334	44.9%
Stop Date	2017-04-20	Speed Limit	20	Min Speed	10	MPH	Under Limit Count	410	55.1%
				85th Percentile	25	MPH	Over Threshold Count	410	2%
				10 MPH Pace	16 - 25	MPH	In Pace Count	557	74.9%

Orbit 4-20



Survey Name	Bently April 21	Speed Unit	Miles/Hour	Average Speed	19.7	MPH	Total Volume	244	100%
Start Date	2017-04-21	Speed Limit	20	Max Speed	33	MPH	Over Limit Count	82	33.6%
Stop Date	2017-04-21			Min Speed	10	MPH	Under Limit Count	162	66.4%
				85th Percentile	24	MPH	Over Threshold Count	162	1%
				10 MPH Pace	15 - 24	MPH	In Pace Count	179	73.4%

**Bently 4-21**



# Southeast Collin County EMS Coalition Meeting Agenda

Wylie Public Safety Building  
 2000 N. Hwy. 78  
 Wylie, TX 75098

**Type of meeting:** Coalition                      **Facilitator:** Brent Parker  
**Note taker:** Brent Parker                      **Date:** April 27, 2017

## Attendees:

Jimmy Zednick	Brent Parker
Todd Loper	Jon Scott
Kim Dobbs	Mike Sheff
Jason Browning	Bob London
Cheryl Smith	

### ----- Topics -----

**Time Allotted**

**Old Business**

Minute Approval                      Chairman White                      1

**New Business**

ETMC changes

**Open Discussion**

Open

### Other Information

**Special notes:**



# Southeast Collin County EMS Coalition Meeting Agenda

Wylie Public Safety Building  
2000 N. Hwy. 78  
Wylie, TX 75098

## Old Business

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		Time Allotted
<u><i>Minute Approval</i></u>	Meeting Chair	1 Minute
<u>Discussion: Approval of the minutes from May 4, 2016.</u>		
<u>Conclusions: Bob London made the motion to approve the minutes from May 4, 2016 and the motion was seconded. A unanimous vote was taken to approve the minutes of the May 4, 2016 Coalition meeting.</u>		
Action items:	Person responsible:	Deadline:
N/A	N/A	N/A



# Southeast Collin County EMS Coalition Meeting Agenda

Wylie Public Safety Building  
 2000 N. Hwy. 78  
 Wylie, TX 75098

## New Business

		Time Allotted
<u>ETMC Changes</u>	Meeting Chair	30 Minutes
<p><u>Discussion:</u> Discuss current changes of ETMC-EMS.</p> <p><u>Conclusions:</u> Chief Parker announced Neal Franklin retired as of April 26, 2017 and introduced the new Director of Operations, Jimmy Zednick. Mr. Zednick proceeded to give his background and explain the upcoming changes of ETMC-EMS:</p> <ul style="list-style-type: none"> <li>• ETMC Hospital owns ETMC-EMS and Paramedics Plus. Paramedics Plus is an outside of Texas, for profit, entity, while ETMC-EMS has been a not for profit entity.</li> <li>• ETMC Hospital and ETMC-EMS started the break-up within the last year or two and ETMC-EMS began its endeavor as a for profit entity.</li> <li>• ETMC-EMS and Paramedics Plus will be merging. Once combined the two will become “Paramedics Plus” and are currently seeking investors through Provident Healthcare.</li> <li>• A selected buyer is hoped to be selected by November 1, 2017.</li> <li>• The contract the Coalition currently has with ETMC-EMS will need to be updated to reflect the assignment of “Paramedics Plus” but should not reflect any other changes. This will be a similar change to the last re-assignment to “ETMC-EMS”.</li> <li>• Ambulances under Paramedics Plus will maintain the current look and design with only a name change.</li> <li>• ETMC Hospital is also making an announcement today, 4/27/17, that it is seeking new investors for the hospital.</li> </ul>		
<p>Action items:</p> <p>Todd Loper will send out news announcements regarding the hospital, ETMC-EMS and Paramedics Plus to Coalition members.</p>	<p>Person responsible:</p> <p>Todd Loper</p>	<p>Deadline:</p> <p>As Needed</p>



**East Texas Medical Center  
Regional Healthcare System**

March 30, 2017

Memo from Ron Schwartz  
Vice-President/ETMC EMS

### **Exciting plans for the growth of our EMS delivery system**

Over the past 50 years, ETMC EMS has evolved from a one-county system to a regional network of emergency care. Since the creation of our sister company, Paramedics Plus, two decades ago, our organization now extends care into states across our nation.

As the delivery of health care evolves, our organization must continue to grow and change. I want to share with you how ambulance services within ETMC will be transforming to meet the challenges of the future:

First, we feel it is time for our two emergency medical services divisions to unite. This will allow us to streamline our infrastructure and create economies of scale as ETMC EMS and Paramedics Plus become one cohesive organization.

Second, we feel that it is time for our new consolidated ambulance service division (which will be branded Paramedics Plus) to be relaunched as a separate entity. This will allow the "new" Paramedics Plus to focus singularly on the demands of providing outstanding emergency medical services in our region and beyond.

Third, we are seeking a new strategic partner to join with us in our mission. Such a partner will help us in many ways – infusing new resources into our organization and allowing us to focus more intently on our commitment to emergency medical services.

Through this new arrangement, we feel confident that Paramedics Plus will experience greater growth opportunities. Growth will lead to learning and innovation and quality improvement. This will foster improved patient care and enhanced employee satisfaction for our team, including more professional opportunities for development.

While it's an exciting time for our organization, we also recognize that change is often challenging. We know that you will have many questions about our transformation. Please remember that we have just begun this process, and answers will be forthcoming as we move forward. We can tell you that our organization's mission of providing the very best in emergency care will remain the same as it has for nearly half a century.

We also recognize that we've been able to create such an outstanding system of care only because of the talented men and women that make up our organization. You are our most valuable assets, and we hope you understand that you are our future. No matter what changes we undertake to meet the challenges ahead, our commitment to you is and will remain constant.

	Oct 2016 Actual	Nov 2016 Actual	Dec 2016 Actual	Jan 2017 Actual	Feb 2017 Actual	Mar 2017 Actual	Apr 2017 Actual	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														
Solid Waste Fund 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
Sanitary Sewer Fund Trans	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
Total Utility Income	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
Judicial Branch														
Court Fees	310.00	250.00	170.00	70.00	240.00	400.00	400.00	228.00	228.00	228.00	228.00	228.00	2,800.00	2,800.00
Total Judicial Branch	310.00	250.00	170.00	70.00	240.00	400.00	400.00	228.00	228.00	228.00	228.00	228.00	2,800.00	2,800.00
Legislative Branch														
Administrative Fee	1,200.00	1,145.00	850.00	600.00	600.00	1,000.00	600.00	2,401.00	2,401.00	2,401.00	2,401.00	2,401.00	18,000.00	18,000.00
Banking Interest	9.66	7.75	17.16	39.34	38.20	40.26	0.00	97.73	97.73	97.73	97.73	97.71	641.00	641.00
Late Fees	1,733.63	1,908.46	1,918.99	2,410.43	1,675.56	1,806.11	1,847.62	1,339.84	1,339.84	1,339.84	1,339.84	1,339.84	20,000.00	20,000.00
Photocopies	0.00	0.00	0.00	1.00	0.10	0.00	15.20	0.00	0.00	0.00	0.00	33.70	50.00	50.00
Return of Equity Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	146.00	146.00	146.00	146.00	146.00	730.00	730.00
Community Center/Pavillion Ren	260.00	1,277.50	1,347.50	1,652.50	325.00	2,065.50	1,250.00	500.00	500.00	500.00	500.00	500.00	10,688.00	4,900.00
Restitution	0.00	450.00	0.00	0.00	1,200.00	0.00	0.00	1,175.00	481.25	481.25	481.25	481.25	4,750.00	4,750.00
Total Legislative Branch	3,203.29	4,788.71	4,133.65	4,713.27	3,838.86	4,911.87	3,712.82	5,659.57	4,965.82	4,965.82	4,965.82	4,999.50	54,859.00	48,671.00
Operations Division														
EDC Reimb - Tax Note	0.00	0.00	0.00	13,032.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	833.31	13,866.00	13,866.00
Food Service Inspection Permits	0.00	0.00	930.00	2,480.00	0.00	0.00	0.00	465.00	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	702.00	1,291.50	1,869.04	3,325.90	2,622.87	2,622.87	2,622.87	2,622.87	2,622.84	35,000.00	35,000.00
New Building Permit Fees	0.00	0.00	7,000.00	34,584.90	0.00	0.00	0.00	21,683.02	21,683.02	21,683.02	21,683.02	21,683.02	150,000.00	150,000.00
OSSF Permit Fees	0.00	200.00	0.00	0.00	0.00	600.00	0.00	200.00	500.00	0.00	0.00	500.00	2,000.00	2,000.00
PD Fines / Fees	5,799.95	9,882.82	3,461.04	6,916.14	6,353.05	10,376.64	7,559.09	3,929.85	3,929.85	3,929.85	3,929.85	3,929.87	70,000.00	70,000.00
PD Warrant Fines / Fees	100.00	230.80	127.00	418.10	168.20	820.00	192.00	988.80	988.80	988.80	988.80	988.70	7,000.00	7,000.00
Sale of Property	0.00	0.00	0.00	0.00	21.00	0.00	0.00	0.00	0.00	0.00	0.00	21.00	0.00	0.00
PD SRO	1,716.69	1,796.14	1,833.04	1,614.78	1,503.41	1,679.62	2,262.56	2,842.76	2,842.76	2,842.76	2,842.76	2,842.72	26,620.00	26,620.00
Total Operations Division	10,217.18	22,344.46	15,413.08	59,746.61	9,337.16	15,147.30	13,339.55	32,732.30	32,567.30	32,067.30	32,067.30	33,400.46	308,382.00	308,381.00
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	1,490.59	0.00	4.23	95,870.73	1,254.39	114.63	3,816.09	3,816.09	3,816.09	3,816.09	3,816.10	120,000.00	120,000.00
Property Tax	4,941.96	55,927.35	846,834.55	161,007.44	58,227.63	10,123.35	2,527.83	3,000.00	3,000.00	3,000.00	3,000.00	893.88	1,152,484.00	1,152,484.00
Sales & Use Tax	13,086.51	14,215.69	12,745.26	13,333.81	16,154.53	9,745.26	9,948.81	12,160.03	12,160.03	12,160.03	12,160.03	12,160.01	150,000.00	150,000.00
Total Taxes	20,183.44	71,633.64	859,579.81	174,345.48	170,252.89	21,123.00	12,591.27	18,976.12	18,976.12	18,976.12	18,976.12	16,869.89	1,422,484.00	1,422,484.00
Total Income	274,106.91	123,016.81	903,296.54	262,877.36	207,668.91	65,582.17	53,863.64	81,595.99	80,737.24	80,237.24	80,237.24	79,497.95	2,292,718.00	2,235,947.00
Expense														
Judicial Branch														
Credit Card Fees	485.46	126.82	290.59	0.00	304.05	300.78	0.00	53.46	53.46	53.46	53.46	53.46	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	75.00	150.00	150.00
Health Insurance	638.93	626.99	626.99	626.99	626.99	626.99	626.99	625.83	625.83	625.83	625.83	625.81	7,530.00	7,530.00
Office Supplies	26.30	35.17	0.00	32.24	84.98	50.83	35.95	346.90	346.90	346.90	346.90	346.93	2,000.00	2,000.00
Payroll - Municipal Court Staff	4,059.62	4,203.82	6,115.38	4,114.65	4,269.68	6,205.22	3,971.02	3,659.51	3,659.51	3,659.51	3,659.51	3,660.57	51,238.00	51,238.00
Payroll - Judge	300.00	450.00	0.00	225.00	600.00	412.50	262.50	250.00	250.00	250.00	250.00	250.00	3,500.00	3,500.00
Payroll - Prosecutor	300.00	750.00	175.00	0.00	562.50	412.50	262.50	207.50	207.50	207.50	207.50	207.50	3,500.00	3,500.00
Postal Fees	0.00	23.50	0.00	0.00	49.00	0.00	49.00	65.70	65.70	65.70	65.70	65.70	450.00	450.00
Training	0.00	0.00	0.00	100.00	0.00	100.00	0.00	160.00	160.00	160.00	160.00	160.00	1,000.00	1,000.00
Total Judicial Branch	5,810.31	6,216.30	7,207.96	5,098.88	6,497.20	8,108.82	5,207.96	5,368.90	5,443.90	5,368.90	5,443.90	5,369.97	71,143.00	71,143.00

	Oct 2016 Actual	Nov 2016 Actual	Dec 2016 Actual	Jan 2017 Actual	Feb 2017 Actual	Mar 2017 Actual	Apr 2017 Actual	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	366.00	89.70	132.00	571.21	0.00	344.16	344.16	344.16	344.16	344.15	4,000.00	4,000.00
Building Supplies	241.25	280.69	63.95	73.74	72.06	188.61	608.29	94.28	94.28	94.28	94.28	94.29	2,000.00	2,000.00
Cell Phone - Staff	71.40	71.40	71.40	71.40	71.40	71.40	71.40	295.44	295.44	295.44	295.44	295.44	1,977.00	1,977.00
Computer (Server/Software)	16.19	16.19	16.19	1,065.69	-508.56	16.19	16.19	672.39	672.39	672.39	672.39	672.37	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	450.00	0.00	0.00	0.00	1,300.00	0.00	0.00	0.00	500.00	2,250.00	2,250.00
Dues & Fees	180.00	503.00	100.00	379.00	867.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,029.00	2,000.00
Drinking Water/Gatorade All	238.52	0.00	0.00	0.00	0.00	10.00	0.00	150.30	150.30	150.30	150.30	150.28	1,000.00	1,000.00
Elections	0.00	0.00	0.00	0.00	2,726.71	0.00	0.00	2,500.00	0.00	0.00	0.00	6,773.29	12,000.00	12,000.00
Health Insurance	1,892.90	2,507.96	2,507.96	2,507.96	2,507.96	2,507.96	2,507.96	2,535.87	2,535.87	2,535.87	2,535.87	2,535.86	30,120.00	30,120.00
Office Furniture	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	0.00	0.00	0.00	600.00	1,000.00	1,000.00
Office Supplies	382.14	223.20	536.42	482.98	203.74	209.83	104.57	321.42	321.42	321.42	321.42	321.44	3,750.00	3,750.00
Council Events	0.00	0.00	209.82	49.95	295.90	77.74	-185.22	0.00	0.00	0.00	0.00	173.69	650.00	650.00
Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	3,000.00	0.00	0.00	3,500.00	3,500.00
Payroll - Admin Staff	12,744.63	14,512.66	15,068.51	14,512.97	14,512.96	21,859.05	14,535.20	14,586.06	14,586.06	14,586.06	14,586.06	14,586.06	180,676.00	180,676.00
Comm Center Events Coord	555.00	596.00	755.00	515.00	943.00	985.00	810.00	0.00	0.00	0.00	0.00	0.00	5,159.00	5,000.00
Community Events	759.82	596.77	886.83	0.00	0.00	963.82	552.24	1,000.00	0.00	0.00	0.00	240.52	5,000.00	5,000.00
Automobile Allowance	200.00	200.00	200.00	200.00	200.00	300.00	100.00	200.00	200.00	200.00	200.00	200.00	2,400.00	2,400.00
Postal Fees	0.00	19.86	0.00	0.00	23.75	0.00	0.00	41.28	41.28	41.28	41.28	41.27	250.00	250.00
Records Storage	116.00	0.00	254.00	123.00	123.00	123.00	123.00	123.00	123.00	123.00	123.00	46.00	1,400.00	1,400.00
Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,400.00	3,400.00	3,400.00	3,400.00	3,400.00	17,000.00	17,000.00
Training	883.86	0.00	0.00	0.00	62.50	0.00	53.75	1,000.00	0.00	0.00	0.00	999.89	3,000.00	3,000.00
Electric	750.96	556.25	485.23	388.87	376.62	410.52	434.32	319.05	319.05	319.05	319.05	319.03	5,000.00	5,000.00
Natural Gas	20.21	21.13	340.73	853.60	995.98	104.28	51.15	222.58	222.58	222.58	222.58	222.60	3,500.00	3,500.00
Telephone	504.90	502.59	498.04	502.34	503.87	495.81	507.36	537.02	537.02	537.02	537.02	537.01	6,200.00	6,200.00
Water	33.97	65.83	36.61	34.95	43.24	32.74	32.74	93.99	93.99	93.99	93.99	93.96	750.00	750.00
Total City Secretary	20,673.75	21,679.95	22,866.66	22,771.15	24,624.83	28,397.16	20,792.95	31,206.84	24,506.84	27,506.84	24,506.84	33,717.17	304,251.00	304,063.00
Operations Division														
Fire Services														
Computer/IT/Printer	0.00	0.00	0.00	3,633.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	592.00	4,225.00	4,225.00
Lifepac 12 Heart Monitor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00	0.00	1,500.00	4,500.00	4,500.00
Body Armor/Helmet/EMS PK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,750.00	1,750.00	1,750.00
City Radio/Antenna/Instail	0.00	0.00	0.00	0.00	0.00	0.00	0.00	750.00	0.00	0.00	0.00	0.00	750.00	750.00
FD Office Supplies	0.00	106.27	0.00	3.00	31.46	28.86	6.48	124.79	124.79	124.79	124.79	124.77	800.00	800.00
Travel/Conferences/Meals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	350.00	0.00	1,350.00	1,350.00
Office Furniture	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	500.00	500.00
Asset Tags/Metal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	0.00	0.00	250.00	0.00	500.00	500.00
Postal Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00	25.00	25.00	25.00	25.00	125.00	125.00
Internet/Wifi/Sat	0.00	0.00	0.00	0.00	107.06	94.02	91.29	181.52	181.52	181.52	181.52	181.55	1,200.00	1,200.00
PPE/Bunker gear	0.00	0.00	0.00	0.00	3,204.00	0.00	0.00	0.00	0.00	0.00	0.00	296.00	3,500.00	3,500.00
ALS medical Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00	200.00	200.00	200.00	1,000.00	1,000.00
Apparatus Upgrades/Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	616.63	616.63	616.63	616.63	616.66	5,000.00	5,000.00
Cell Phone	52.43	52.43	52.43	117.37	52.39	52.39	52.43	93.63	93.63	93.63	93.63	93.61	900.00	900.00
Equipment Maint and Repair	24.52	47.06	150.00	0.00	0.00	17.75	11.83	1,500.00	0.00	0.00	0.00	248.84	500.00	500.00
Fire Hose	0.00	0.00	0.00	0.00	0.00	0.00	0.00	183.37	183.37	183.37	183.37	183.36	4,000.00	4,000.00
Fuel	395.68	374.53	297.89	442.91	553.91	521.48	486.76	183.37	183.37	183.37	183.37	225.00	600.00	600.00
Fire Marshal Dues & Fees	0.00	0.00	0.00	0.00	300.00	75.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	3,500.00
Fire/Safety Manager	4,685.29	4,755.20	4,755.20	4,755.20	4,755.20	7,132.80	4,755.20	4,881.19	4,881.19	4,881.19	4,881.19	4,881.15	60,000.00	60,000.00
Health Insurance	638.93	626.99	626.99	626.99	626.99	626.99	626.99	626.99	626.99	626.99	626.99	626.81	7,530.00	7,530.00
NFPA Pump/Ladder E2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	450.00	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	1,775.00	1,725.00	2,275.00	1,825.00	1,725.00	1,725.00	1,725.00	1,725.00	21,150.00	21,150.00
Safety Fire Equipment	0.00	0.00	0.00	0.00	0.00	164.63	0.00	0.00	0.00	0.00	135.37	0.00	300.00	300.00
Uniforms/Graphics	0.00	0.00	0.00	0.00	0.00	57.47	0.00	0.00	0.00	0.00	300.00	342.53	1,000.00	1,000.00
Telephone	0.00	0.00	0.00	0.00	0.00	100.00	0.00	100.00	100.00	100.00	100.00	100.00	500.00	500.00
Electric	158.40	117.40	81.16	183.23	378.75	320.74	357.84	80.50	80.50	80.50	80.50	80.48	2,000.00	2,000.00
Natural Gas	44.20	44.94	45.70	104.57	77.73	44.77	45.07	78.61	78.61	78.61	78.61	78.59	800.00	800.00
Water	29.33	30.39	26.17	31.84	36.82	30.74	35.16	45.91	45.91	45.91	45.91	45.91	450.00	450.00
Total Fire Services	7,603.76	7,905.21	8,729.97	12,348.46	11,995.35	10,892.64	8,754.05	12,761.98	11,011.98	10,961.98	9,997.35	15,916.25	128,880.00	128,880.00
Police Department														
Audio Visual	0.00	0.00	0.00	0.00	59.82	602.79	0.00	227.48	227.48	227.48	227.48	227.47	1,800.00	1,800.00
Ballistic Helmet	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,800.00	0.00	1,800.00	0.00	1,800.00	5,400.00	5,400.00
Body Armor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00	1,500.00	0.00	1,500.00	4,500.00	4,500.00

	Oct 2016 Actual	Nov 2016 Actual	Dec 2016 Actual	Jan 2017 Actual	Feb 2017 Actual	Mar 2017 Actual	Apr 2017 Actual	May 2017 Actual	June 2017 Actual	July 2017 Actual	Aug 2017 Actual	Sept 2017 Actual	FY 2016-2017 TOTAL	FY 2016-2017 Budget
Cell Phone Staff	528.51	527.57	527.57	-122.06	605.81	479.60	580.00	584.60	584.60	584.60	584.60	894.60	7,600.00	7,600.00
Child Abuse Interfocal	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	594.00	1,276.29	0.00	239.98	0.00	0.00	0.00	0.00	0.00	1,319.73	4,000.00	4,000.00
Crime Prevention	107.98	0.00	0.00	0.00	0.00	30.00	0.00	338.40	338.40	338.40	338.40	70.00	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	12,488.80	0.00	6,249.40	0.00	0.00	0.00	6,249.80	0.00	24,998.00	24,998.00
Due & Fees	0.00	0.00	0.00	0.00	14.25	0.00	248.25	0.00	0.00	0.00	0.00	337.50	600.00	600.00
Emergency Equipment	365.00	372.48	0.00	141.95	177.05	325.00	214.60	280.79	280.79	280.79	280.79	438.21	3,000.00	3,000.00
Explorer Post Program	9.00	0.00	0.00	11.83	288.00	0.00	438.24	438.24	438.24	438.24	438.24	438.21	2,500.00	2,500.00
Health Insurance	4,411.07	4,399.13	4,399.13	4,399.13	4,399.13	4,399.13	3,145.15	7,643.63	7,643.63	7,643.63	7,643.63	7,643.61	67,770.00	67,770.00
Inmate Boarding	0.00	0.00	0.00	0.00	69.79	0.00	166.04	166.04	166.04	166.04	166.04	166.05	900.00	900.00
Meals & Entertainment	65.00	87.72	0.00	0.00	0.00	0.00	0.00	100.00	100.00	0.00	147.28	0.00	500.00	500.00
Mobile Internet	222.91	222.91	222.87	278.07	278.07	278.07	278.07	243.80	243.80	243.80	243.80	243.80	3,000.00	3,000.00
Office Equipment	65.00	0.00	47.14	0.00	0.00	136.91	0.00	0.00	0.00	0.00	0.00	460.95	700.00	700.00
Office Supplies	338.12	154.59	214.51	78.01	209.99	113.37	161.71	245.94	245.94	245.94	245.94	245.94	2,500.00	2,500.00
Patrol Rifle	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00	0.00	0.00	0.00	1,200.00	1,200.00
Payroll - Police Services	31,453.98	32,016.56	34,729.10	32,016.56	34,505.90	55,409.69	35,153.12	37,082.76	37,082.76	37,082.76	37,082.76	46,513.05	450,129.00	450,129.00
Police Equipment Minc.	0.00	0.00	290.00	0.00	0.00	0.00	0.00	442.00	442.00	442.00	442.00	442.00	2,500.00	2,500.00
Postal Fees	24.92	47.04	22.49	26.03	83.94	55.78	18.84	24.19	24.19	24.19	24.19	24.20	400.00	400.00
Radio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	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	3,500.00	3,500.00	3,500.00
School Resource Expenses	0.00	0.00	40.00	0.00	0.00	0.00	0.00	92.00	92.00	92.00	92.00	92.00	500.00	500.00
Software	0.00	0.00	800.00	275.00	0.00	0.00	627.86	0.00	0.00	0.00	0.00	297.14	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	852.72	31.20	633.78	0.00	100.90	675.00	80.25	751.99	751.99	751.99	751.99	751.99	5,500.00	5,500.00
Uniform	314.38	201.92	0.00	9.98	536.82	420.95	122.95	751.84	751.84	751.84	751.84	751.85	6,000.00	6,000.00
Vehicle Cleaning	0.00	0.00	0.00	0.00	0.00	200.00	79.00	14.20	14.20	14.20	14.20	14.20	350.00	350.00
Vehicle Fuel	1,402.56	1,294.76	1,093.53	1,223.71	1,367.56	1,063.45	1,381.06	1,834.65	1,834.65	1,834.65	1,834.65	1,834.64	18,000.00	18,000.00
Vehicle Minc.	348.46	581.98	19.41	173.19	1,004.88	444.61	1,277.92	1,229.91	1,229.91	1,229.91	1,229.91	1,229.91	10,000.00	10,000.00
Vests	0.00	0.00	0.00	0.00	0.00	0.00	1,750.00	0.00	0.00	0.00	0.00	0.00	3,000.00	3,000.00
Electric	381.25	382.70	314.43	400.54	139.68	90.36	107.09	636.79	636.79	636.79	636.79	636.79	5,000.00	5,000.00
Telephone	546.03	541.02	540.94	542.81	1,694.23	376.10	365.17	478.74	478.74	478.74	478.74	478.74	7,000.00	7,000.00
Water	30.81	30.81	30.81	29.97	33.29	33.29	29.42	36.32	36.32	36.32	36.32	36.32	400.00	400.00
Total Police Department	52,847.70	41,872.41	44,869.71	41,141.02	58,448.00	68,066.07	52,249.86	58,834.31	56,794.31	58,392.32	62,331.39	74,859.88	666,647.00	668,647.00
Public Works														
Audio Visual	2.83	0.00	0.00	0.00	0.00	0.00	0.00	59.44	59.44	59.44	59.44	59.41	300.00	300.00
Bear Creek/Eagle Pond	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	2,000.00	0.00	4,000.00	4,000.00
Building Inspector	2,846.16	2,846.16	2,846.16	2,846.16	2,846.16	4,268.24	2,846.16	3,130.76	3,130.76	3,130.76	3,130.76	3,130.76	37,000.00	37,000.00
Cell Phone - Staff	150.56	150.56	150.56	44.58	150.48	150.48	150.56	290.44	290.44	290.44	290.44	290.46	2,400.00	2,400.00
Code Enforcement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00	200.00	200.00	200.00	1,000.00	1,000.00
Computer Equip	1,429.96	0.00	0.00	281.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	288.61	2,000.00	2,000.00
Food Service Inspector	0.00	950.00	0.00	0.00	0.00	0.00	0.00	310.00	310.00	310.00	310.00	310.00	2,500.00	2,500.00
Grounds Minc	131.41	325.00	140.00	1,593.80	446.42	581.65	1,154.86	425.33	425.33	425.33	425.33	425.34	6,500.00	6,500.00
Heavy Equipment Minc	16.14	1,525.50	23.11	0.00	99.49	750.94	90.02	899.16	899.16	899.16	899.16	899.16	7,000.00	7,000.00
Insurance Claims	-13,952.02	-321.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-14,273.26	-
Lightbars	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	2,600.00	2,600.00
Meals & Entertainment	0.00	0.00	0.00	0.00	0.00	0.00	2,988.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00
MSA Supplies	19.59	64.00	77.03	0.00	37.98	30.27	247.94	350.41	350.41	350.41	350.41	350.42	2,000.00	2,000.00
Office Supplies	1,265.92	1,253.98	1,880.97	1,880.97	1,880.97	1,880.97	2,133.05	2,133.05	2,133.05	2,133.05	2,133.05	2,133.05	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	6,176.82	7,390.40	7,535.37	7,390.40	7,512.53	11,265.60	7,910.40	8,100.70	8,100.70	8,100.70	8,100.70	8,100.68	95,285.00	95,285.00
Payroll - Part-time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	6,000.00	6,000.00
Postal Fees	0.00	0.00	25.75	0.00	5.79	0.00	3.84	192.92	192.92	192.92	192.92	192.94	1,000.00	1,000.00
Signage	31.76	218.92	212.80	0.00	0.00	6,120.00	540.63	1,375.18	1,375.18	1,375.18	1,375.18	1,375.17	14,000.00	14,000.00
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	3,362.88	3,384.15	3,384.15	3,384.15	3,384.15	3,381.81	4,062.91	4,062.91	4,062.91	4,062.91	4,062.91	4,062.92	44,000.00	44,000.00
Street Repair/Minc	0.00	0.00	0.00	0.00	0.00	900.00	0.00	3,820.00	3,820.00	3,820.00	3,820.00	3,820.00	20,000.00	20,000.00
Mosquito Spraying	-29.85	67.80	800.19	14.50	41.14	1,480.00	1,850.00	1,734.00	1,734.00	1,734.00	1,734.00	1,734.00	12,000.00	12,000.00
Tools	171.00	194.47	555.00	600.00	275.00	0.00	0.00	940.91	940.91	940.91	940.91	940.89	6,500.00	6,500.00
Uniform	75.65	90.90	93.46	0.00	0.00	139.62	321.28	321.28	321.28	321.28	321.28	321.25	2,000.00	2,000.00
Vehicle Fuel	333.96	248.70	264.52	439.57	285.06	252.57	415.87	851.95	851.95	851.95	851.95	851.95	6,500.00	6,500.00

	Oct 2016 Actual	Nov 2016 Actual	Dec 2016 Actual	Jan 2017 Actual	Feb 2017 Actual	Mar 2017 Actual	Apr 2017 Actual	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.	1,327.08	245.38	52.96	10.00	482.61	66.79	889.62	184.71	184.71	184.71	184.71	184.72	4,000.00	4,000.00
PW Facility Rental	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	7,800.00	7,800.00
Fire Extinguishers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	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	4,029.85	19,284.68	18,692.03	19,135.56	18,095.78	31,784.86	24,797.58	34,817.95	32,817.95	32,617.95	34,617.95	36,408.60	307,101.74	321,375.00
Other Expenses														
Debt Service														
Copier Minc Contract	256.34	252.44	314.92	181.04	395.42	157.26	1,295.12	207.10	207.10	207.10	207.10	207.08	3,888.02	2,800.00
EDC Tax Note	0.00	0.00	0.00	13,032.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	833.31	13,866.00	13,866.00
Fire Engine 2013 Spartan	0.00	0.00	0.00	22,501.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.59	22,502.00	22,502.00
Fire Marshal Vehicle	0.00	0.00	0.00	12,802.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	335.33	13,138.00	13,138.00
Pitney Bowes Contract	-198.50	0.00	0.00	368.05	0.00	0.00	476.46	0.00	0.00	0.00	0.00	0.00	646.01	575.00
Tractor	0.00	0.00	0.00	8,684.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	315.13	9,000.00	9,000.00
Radio Lease/Purchase	0.00	0.00	0.00	0.00	0.00	7,075.16	0.00	0.00	0.00	0.00	0.00	0.00	7,075.16	*
Tractor/Mower/Bush Hog	0.00	0.00	0.00	0.00	0.00	4,982.56	0.00	0.00	0.00	0.00	0.00	0.44	4,983.00	4,983.00
PW - 3/4 Dodge 2 of 4	0.00	0.00	0.00	6,338.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	61.86	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	262.44	314.92	63,908.87	395.42	12,164.98	1,771.58	207.10	207.10	207.10	18,248.10	18,446.74	116,213.19	107,979.00
Facilities														
Building Minc - City Hall	6.79	2,947.73	1,247.30	-1,650.32	-68.48	891.47	-171.87	1,759.48	1,759.48	1,759.48	1,759.48	1,759.46	12,000.00	12,000.00
Building Minc - EM Svcs.	0.00	0.00	182.39	0.00	112.50	150.00	1,465.00	2,016.02	2,016.02	2,016.02	2,016.02	2,016.03	12,000.00	12,000.00
Total Facilities	6.79	2,947.73	1,429.69	-1,650.32	44.02	1,041.47	1,293.13	3,777.50	3,777.50	3,777.50	3,777.50	3,777.49	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	20,000.00	0.00	8,500.00	0.00	0.00	0.00	0.00	0.00	28,500.00	20,000.00
Sports Cmpx Grt Mich Transfer	0.00	0.00	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	20,000.00
Resrv Unassigned Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	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	40,000.00	0.00	8,500.00	100,000.00	0.00	0.00	0.00	135,324.00	283,824.00	275,324.00
Insurance														
Auto Liability	378.08	378.08	1,275.88	378.08	2,368.08	378.08	378.08	352.33	352.33	352.33	352.33	352.32	7,296.00	7,296.00

	Oct 2016 Actual	Nov 2016 Actual	Dec 2016 Actual	Jan 2017 Actual	Feb 2017 Actual	Mar 2017 Actual	Apr 2017 Actual	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	211.42	211.42	211.42	211.42	543.62	543.62	543.62	543.62	543.56	4,198.00	4,198.00
Errors & Omissions	133.00	133.00	133.00	133.00	133.00	133.00	133.00	162.80	162.80	162.80	162.80	162.80	1,745.00	1,745.00
General Liability	64.17	64.17	64.17	64.17	64.17	64.17	64.17	49.57	49.57	49.57	49.57	49.53	697.00	697.00
Law Enforcement Liability	591.83	591.83	591.83	591.83	591.83	591.83	591.83	301.84	301.84	301.84	301.84	301.83	5,652.00	5,652.00
Mobil Equipment	23.50	23.50	23.50	23.50	23.50	23.50	23.50	29.10	29.10	29.10	29.10	29.10	310.00	310.00
Real & Personal Property	238.92	238.92	238.92	250.92	250.92	250.92	250.92	18.31	18.31	18.31	18.31	18.32	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	4,043.90	3,158.00	5,148.00	3,158.00	3,158.00	2,962.65	2,962.65	2,962.65	2,962.65	2,962.60	39,771.00	39,771.00
Outsourcing														
Ambulance Service	0.00	0.00	0.00	3,341.59	0.00	0.00	3,341.59	0.00	3,380.50	0.00	3,458.32	0.00	13,522.00	13,522.00
Animal Control	0.00	0.00	0.00	0.00	3,125.00	0.00	1,562.50	0.00	1,550.00	0.00	3,112.50	0.00	9,350.00	9,350.00
Auditor	0.00	0.00	0.00	0.00	1,757.89	220.00	0.00	3,242.11	4,500.00	0.00	0.00	4,780.00	14,500.00	14,500.00
Central Appraisal District	0.00	1,894.00	0.00	0.00	1,894.00	0.00	0.00	1,894.00	0.00	0.00	1,561.00	0.00	7,243.00	7,243.00
City Civil Attorney	3,229.30	1,434.21	641.46	2,057.53	5,032.50	2,609.40	5,602.65	1,878.59	1,878.59	1,878.59	1,878.59	1,878.59	30,000.00	30,000.00
City Engineer	3,969.84	3,071.08	3,190.00	-8,902.36	-2,741.30	17.74	780.62	2,122.88	2,122.88	2,122.88	2,122.88	2,122.85	10,000.00	10,000.00
Codification	725.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,670.00	9,395.00	9,395.00
Consulting/Prof Service	1,150.00	0.00	0.00	0.00	0.00	0.00	2,390.00	0.00	0.00	0.00	0.00	0.00	3,540.00	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	194.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	200.00	200.00
Information Technologies	1,321.65	1,401.39	1,363.89	1,401.39	1,544.64	1,454.60	1,492.10	2,004.07	2,004.07	2,004.07	2,004.07	2,004.06	20,000.00	20,000.00
MS4 Permitting Consultant	0.00	0.00	937.20	3,358.30	2,959.71	2,321.08	0.00	0.00	8,593.09	0.00	6,830.62	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
TIF Administrator	0.00	300.00	800.00	0.00	0.00	300.00	0.00	2,600.00	0.00	0.00	0.00	0.00	4,000.00	4,000.00
Shredding Services	100.84	100.84	101.31	100.84	203.56	106.87	106.87	115.94	115.94	115.94	115.94	115.95	1,300.00	1,300.00
Total Outsourcing	10,486.63	8,100.69	8,170.11	1,551.29	13,776.00	7,029.69	15,276.33	13,857.59	24,145.07	6,121.48	21,083.92	51,741.20	181,350.00	180,255.00
** Payroll Taxes														
FICA	3,543.94	3,841.70	4,105.95	3,773.39	4,002.95	6,239.89	3,980.14	4,646.41	4,646.41	4,646.41	4,646.41	4,646.40	52,720.00	52,720.00
Medicare	836.65	898.46	960.25	882.47	936.20	1,459.32	930.82	1,085.16	1,085.16	1,085.16	1,085.16	1,085.19	12,330.00	12,330.00
Retirement - City Portion	2,861.53	3,036.06	3,263.43	3,036.08	3,376.90	5,428.44	3,619.20	4,267.67	4,267.67	4,267.67	4,267.67	4,267.68	45,960.00	45,960.00
SUTA	135.52	145.87	40.25	1,201.08	1,086.41	389.08	3.21	247.16	247.16	247.16	247.16	247.16	4,247.22	3,500.00
Total Payroll Taxes	7,377.64	7,922.09	8,369.88	8,893.02	9,412.46	13,516.73	8,533.37	10,246.40	10,246.40	10,246.40	10,246.40	10,246.43	115,257.22	114,510.00
Total Expenses	112,050.29	119,327.50	124,694.75	176,356.93	188,438.06	183,190.42	150,334.83	274,041.22	171,853.70	158,163.12	193,217.00	388,770.33	2,240,438.15	2,235,947.00
Estimated Bank Balance							850,541.10	658,095.87	566,979.41	489,053.53	376,073.77	66,801.39		

**CITY OF LAVON  
BUILDING PERMITS  
CALENDAR YEAR 2016-2017**

PERMITS	April - 17	Calendar Year 2017	April - 16	Calendar Year 2016
	NUMBER	NUMBER	NUMBER	NUMBER
COMMERCIAL	0	1	0	0
SINGLE FAMILY	0	13	1	11
POOLS	1	0	0	0
OTHERS	15	38	17	66
<b>TOTAL</b>	<b>16</b>	<b>52</b>	<b>18</b>	<b>77</b>

# MUNICIPAL RECYCLING PROGRAM

For  
**LAVON, TEXAS**

2017	Homes	Total Tonnage	PPH
January	1,245	16.69	26.81
February	1,244	20.85	33.52
March	1,251	29.58	47.29
April			
May			
June			
July			
August			
September			
October			
November			
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
2016	1,219	287.19	39.27

**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

**March, 2017**

<u>Service Opportunities</u>	<u>Service Inquiries</u>	<u>Per 1,000 Service Opportunities</u>
10,842	0	0.00

PRB  
Reviewed

**Emailed to:**

[kim.dobbs@cityoflavon.org](mailto:kim.dobbs@cityoflavon.org)



**CITY OF LAVON  
CITY COUNCIL  
Agenda Brief**

**MEETING: May 16, 2017**

**ITEM: 8-A**

---

**Item:**

Discussion and action regarding Ordinance No. **2017-05-03** canvassing returns and declaring results of May 6, 2017, bond election; providing an effective date; and containing provisions necessary and incidental thereto.

**Background:**

Pursuant to the Texas Election Code, Chapter 67 the governing body is required to canvass the precinct election returns for the election not earlier than the 7<sup>th</sup> nor later than the 14<sup>th</sup> day after the May 6, 2017 election.

At the time of packet preparation, the final results have not been received from the County Elections Administrator. The final official number of voters will be filled in when the Council considers the ordinance.

Note, two members of the Council constitute a quorum for purposes of canvassing an election.

**Attachments:**            Proposed Ordinance  
                                 Election Report

May 10, 2017

**CITY OF LAVON**  
**ORDINANCE NO. 2017-05-03**

Canvass May 6, 2017 Election – Bond Proposition

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF LAVON, TEXAS, CANVASSING RETURNS AND DECLARING RESULTS OF MAY 6, 2017, BOND ELECTION; PROVIDING AN EFFECTIVE DATE; AND CONTAINING PROVISIONS NECESSARY AND INCIDENTAL THERETO.**

**WHEREAS**, the City Council duly authorized an election to be held within the City of Lavon, Texas (the "City") on May 6, 2017 (the "Election"), for the purpose of submitting to the resident qualified electors of the City the proposition hereinafter set forth;

**WHEREAS**, this City Council has investigated all matters pertaining to said Election;  
and

**WHEREAS**, the Election officers who held said Election have duly made the return of the results thereof, and said returns have been duly delivered to this City Council;

**WHEREAS**, the City Council finds and declares that the meeting at which this Ordinance is considered is open to the public as required by law, and that the public notice of the time, place and purpose of the meeting was given as required by Vernon's Ann. Texas Government Code, Section 551.041, as amended; Now, Therefore,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAVON, TEXAS:**

**Section 1.** It is officially found and determined that said Election was duly ordered, that proper notice thereof was duly given, that proper Election officers were duly appointed prior to said Election, that said Election was duly and lawfully held, that due returns of the result of said Election have been made and delivered, and that this City Council has duly canvassed said returns, all in accordance with law and the Ordinance calling said Election.

**Section 2.** It is officially found and determined that the following votes were cast at said Election on the submitted proposition by the resident qualified electors of the City who voted at said Election:

PROPOSITION

\_\_\_ VOTES FOR

THE ISSUANCE OF \$9,200,000 TAX BONDS FOR  
CONSTRUCTING, ACQUIRING AND EQUIPPING A  
SPORTS AND RECREATION COMPLEX

\_\_\_ VOTES AGAINST

The number of votes by which the proposition was approved: \_\_\_\_\_

Total Votes Cast: \_\_\_\_\_

**Section 3.** As a result of said Election, and in conformity with law, this City Council is authorized to issue the bonds on behalf of the City in the manner and to the extent set forth in the proceedings calling said Election, and as and to the extent authorized by said Election.

**Section 4.** In accordance with the provisions of V.T.C.A., Government Code, Section 1201.028, this Ordinance shall be effective immediately upon its adoption by the City Council.

**DULY PASSED and APPROVED** by the City Council of the City of Lavon, Collin County, Texas, on this the \_\_\_ day of May, 2017.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Secretary

Election Summary Report  
Collin County, Texas  
General and Special Elections  
May 6, 2017

Date:05/06/17  
Time:21:55:08  
Page:3 of 13

Summary For Jurisdiction Wide, All Counters, All Races  
Early Voting and Election Day Combined Accumulated Totals.  
44 of 44 Vote Centers Reporting.

Registered Voters 531652 - Cards Cast 63177 11.88%

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

Lavon Proposition 1		(150)	
	Total		
Number of Precincts	3		
Precincts Reporting	3	100.0 %	
Vote For	1		
Times Counted	479/2061	23.2 %	
Total Votes	476		
Times Blank Voted	3		
Times Over Voted	0		
Number Of Under Votes	0		
<b>For</b>	290	60.92%	
<b>Against</b>	186	39.08%	

McKinney Mayor		(190)	
	Total		
Number of Precincts	38		
Precincts Reporting	38	100.0 %	
Vote For	1		
Times Counted	11374/94044	12.1 %	
Total Votes	11099		
Times Blank Voted	275		
Times Over Voted	0		
Number Of Under Votes	0		
<b>George Fuller</b>	6510	58.65%	
Danny Bishop	439	3.96%	
Randall P. Pogue	4150	37.39%	

Lavon Proposition 2		(160)	
	Total		
Number of Precincts	3		
Precincts Reporting	3	100.0 %	
Vote For	1		
Times Counted	479/2061	23.2 %	
Total Votes	477		
Times Blank Voted	2		
Times Over Voted	0		
Number Of Under Votes	0		
<b>For</b>	72	15.09%	
<b>Against</b>	405	84.91%	

McKinney City Council D1		(200)	
	Total		
Number of Precincts	10		
Precincts Reporting	10	100.0 %	
Vote For	1		
Times Counted	1334/14850	9.0 %	
Total Votes	1163		
Times Blank Voted	171		
Times Over Voted	0		
Number Of Under Votes	0		
Johnny Moore	207	17.80%	
<b>Dusttin Pearson</b>	490	42.13%	
La'Shadion Shemwell	466	40.07%	

Lucas Council Seat 2		(170)	
	Total		
Number of Precincts	2		
Precincts Reporting	2	100.0 %	
Vote For	1		
Times Counted	626/4605	13.6 %	
Total Votes	442		
Times Blank Voted	184		
Times Over Voted	0		
Number Of Under Votes	0		
<b>Tim Baney</b>	324	73.30%	
Randy Conrad	118	26.70%	

McKinney City Council D3		(210)	
	Total		
Number of Precincts	11		
Precincts Reporting	11	100.0 %	
Vote For	1		
Times Counted	3558/24632	14.4 %	
Total Votes	3188		
Times Blank Voted	370		
Times Over Voted	0		
Number Of Under Votes	0		
<b>Scott Elliott</b>	1296	40.65%	
Margaret Harsch	791	24.81%	
Gavin Nicholson	132	4.14%	
Jeremiah J. Hammer	443	13.90%	
Sheila Johnson	526	16.50%	



**CITY OF LAVON  
CITY COUNCIL  
Agenda Brief**

**MEETING: May 16, 2017**

**ITEM: 8-B**

---

**Item:**

Discussion and action regarding Ordinance No. **2017-05-04** canvassing returns and declaring results of May 6, 2017, special election; providing an effective date; and containing provisions necessary and incidental thereto.

**Background:**

Pursuant to the Texas Election Code, Chapter 67 the governing body is required to canvass the precinct election returns for the election not earlier than the 7<sup>th</sup> nor later than the 14<sup>th</sup> day after the May 6, 2017 election.

At the time of packet preparation, the final results have not been received from the County Elections Administrator. The final official number of voters will be filled in when the Council considers the ordinance.

Note, two members of the Council constitute a quorum for purposes of canvassing an election.

**Attachments:**            Proposed Ordinance  
                                 Election Report

May 10, 2017

**CITY OF LAVON**  
**ORDINANCE NO. 2017-05-04**

Canvass May 6, 2017 Election – Sales Tax

**ORDINANCE BY THE CITY COUNCIL OF THE CITY OF LAVON, TEXAS, CANVASSING RETURNS AND DECLARING RESULTS OF MAY 6, 2017 SPECIAL ELECTION HELD TO AUTHORIZE A LOCAL SALES AND USE TAX AT A RATE OF ONE HALF OF ONE PERCENT FOR STREET MAINTENANCE AND REPAIR IN THE CITY; PROVIDING AN EFFECTIVE DATE; AND CONTAINING PROVISIONS NECESSARY AND INCIDENTAL THERETO.**

**WHEREAS**, the City Council duly authorized an election to be held within the City of Lavon, Texas (the "City") on May 6, 2017 (the "Election"), for the purpose of submitting to the resident qualified electors of the City the proposition hereinafter set forth; and

**WHEREAS**, this City Council has investigated all matters pertaining to said Election; and

**WHEREAS**, the Election officers who held said Election have duly made the return of the results thereof, and said returns have been duly delivered to this City Council; and

**WHEREAS**, the City Council finds and declares that the meeting at which this Ordinance is considered is open to the public as required by law, and that the public notice of the time, place and purpose of the meeting was given as required by Texas Government Code, Section 551.041, as amended; and

**WHEREAS**, state law requires that the governing body of the City of Lavon canvass all elections.

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

**Section 1.** The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

**Section 2.** It is officially found and determined that said Election was duly ordered, that proper notice thereof was duly given, that proper Election officers were duly appointed prior to said Election, that said Election was duly and lawfully held, that due returns of the result of said Election have been made and delivered, and that this City Council has duly canvassed said returns, all in accordance with law and the Ordinance calling said Election.

**Section 3.** It is officially found and determined that the following votes were cast at said Election on the submitted proposition by the resident qualified electors of the City who voted at said Election:

PROPOSITION

\_\_\_ VOTES FOR

THE ADOPTION OF A LOCAL SALES AND USE TAX IN THE CITY OF LAVON AT THE RATE OF ONE HALF OF ONE PERCENT (0.50%) TO PROVIDE REVENUE FOR MAINTENANCE AND REPAIR OF MUNICIPAL STREETS.

\_\_\_ VOTES AGAINST

The number of votes by which the proposition was approved: \_\_\_\_\_

Total Votes Cast: \_\_\_\_\_

**Section 4.** That the City Council finds and determines that the sales and use tax propositions carried at the election, and that the City Council is accordingly authorized to levy the sales and use tax to raise revenue for maintenance and repair of municipal streets in accordance with the authority granted in the propositions at the rate of one half of one percent (0.50%), thereby increasing the sales and use tax from one quarter of one percent (0.25%) to one half of one percent (0.50%).

**Section 5.** That the tabulation of votes cast for the purpose of authorization of a local sales and use tax in the City of Lavon at the rate of one half of one percent (0.50%) to provide revenue for maintenance and repair of municipal streets, in the special election held on May 6, 2017, made and certified to by the City Administrator of the City of Lavon, Texas, be and the same is hereby adopted as the official tabulation filed and recorded in the official records of the City of Lavon as the official canvass of said election.

**Section 6.** The City Administrator is authorized and directed to send to the Texas State Comptroller of Public Accounts by United States certified or registered mail, a certified copy of this Ordinance, along with a map of the City, clearly showing the boundaries of the City as required by Section 321.405 of the Texas Tax Code.

**DULY PASSED AND APPROVED** by the City Council of the City of Lavon, Collin County, Texas, on this the \_\_\_ day of May, 2017.

\_\_\_\_\_  
Charles A. Teske, Jr., Mayor

ATTEST:

\_\_\_\_\_  
Kim Dobbs, City Administrator | City Secretary

Election Summary Report  
Collin County, Texas  
General and Special Elections  
May 6, 2017

Date:05/06/17  
Time:21:55:08  
Page:3 of 13

Summary For Jurisdiction Wide, All Counters, All Races  
Early Voting and Election Day Combined Accumulated Totals.  
44 of 44 Vote Centers Reporting.

Registered Voters 531652 - Cards Cast 63177 11.88%

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

Lavon Proposition 1		(150)	
	Total		
Number of Precincts	3		
Precincts Reporting	3	100.0 %	
Vote For	1		
Times Counted	479/2061	23.2 %	
Total Votes	476		
Times Blank Voted	3		
Times Over Voted	0		
Number Of Under Votes	0		
<b>For</b>	290	60.92%	
<b>Against</b>	186	39.08%	

McKinney Mayor		(190)	
	Total		
Number of Precincts	38		
Precincts Reporting	38	100.0 %	
Vote For	1		
Times Counted	11374/94044	12.1 %	
Total Votes	11099		
Times Blank Voted	275		
Times Over Voted	0		
Number Of Under Votes	0		
<b>George Fuller</b>	6510	58.65%	
<b>Danny Bishop</b>	439	3.96%	
<b>Randall P. Pogue</b>	4150	37.39%	

Lavon Proposition 2		(160)	
	Total		
Number of Precincts	3		
Precincts Reporting	3	100.0 %	
Vote For	1		
Times Counted	479/2061	23.2 %	
Total Votes	477		
Times Blank Voted	2		
Times Over Voted	0		
Number Of Under Votes	0		
<b>For</b>	72	15.09%	
<b>Against</b>	405	84.91%	

McKinney City Council D1		(200)	
	Total		
Number of Precincts	10		
Precincts Reporting	10	100.0 %	
Vote For	1		
Times Counted	1334/14850	9.0 %	
Total Votes	1163		
Times Blank Voted	171		
Times Over Voted	0		
Number Of Under Votes	0		
<b>Johnny Moore</b>	207	17.80%	
<b>Dusttin Pearson</b>	490	42.13%	
<b>La'Shadiion Shemwell</b>	466	40.07%	

Lucas Council Seat 2		(170)	
	Total		
Number of Precincts	2		
Precincts Reporting	2	100.0 %	
Vote For	1		
Times Counted	626/4605	13.6 %	
Total Votes	442		
Times Blank Voted	184		
Times Over Voted	0		
Number Of Under Votes	0		
<b>Tim Baney</b>	324	73.30%	
<b>Randy Conrad</b>	118	26.70%	

McKinney City Council D3		(210)	
	Total		
Number of Precincts	11		
Precincts Reporting	11	100.0 %	
Vote For	1		
Times Counted	3558/24632	14.4 %	
Total Votes	3188		
Times Blank Voted	370		
Times Over Voted	0		
Number Of Under Votes	0		
<b>Scott Elliott</b>	1296	40.65%	
<b>Margaret Harsch</b>	791	24.81%	
<b>Gavin Nicholson</b>	132	4.14%	
<b>Jeremiah J. Hammer</b>	443	13.90%	
<b>Sheila Johnson</b>	526	16.50%	



**CITY OF LAVON  
CITY COUNCIL  
Agenda Brief**

**MEETING: May 16, 2017**

**ITEM: 8-C**

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**Item:**

Discussion and action regarding acceptance of the Traditions at Grand Heritage addition.

**Background:**

According to the City of Lavon Subdivision Code, Section 6.00 Record Drawings (As Built Plans), prior to City's acceptance of the subdivision, the engineer for the developer is required to submit record drawings to the City.

The City Engineer reviews the record drawings and consults with the Contract Construction Inspector and Director of Public Works to determine if the punch list items for the subdivision construction have been satisfied. The Subdivision Code then provides that the City Engineer shall submit a recommendation for acceptance or non-acceptance of the subdivision to the City Council.

The City Engineer has submitted a letter recommending acceptance of the subdivision infrastructure and the appropriate warranty bond has been provided by the developer.

Staff recommends acceptance.

**Attachments:** City Engineer Acceptance Recommendation  
Traditions at Grand Heritage Final Plat

May 10, 2017



May 10, 2017

2003-160

Kim Dobbs  
City Administrator | City Secretary  
City of Lavon  
120 School Rd  
Lavon, TX 75166

Re: Traditions at Grand Heritage (East)

Dear Ms. Dobbs:

By this letter, we acknowledge that record drawings have been received and that all public improvements for Traditions at Grand Heritage (East) have been satisfactorily completed in accordance with the requirements of the City of Lavon. I recommend acceptance of the subdivision.

Respectfully,  
**Adams** | Engineering & Development Consultants

A handwritten signature in black ink, appearing to read 'Dennis W. Lang', with a large, stylized flourish at the end.

Dennis W. Lang PE

**RECEIVED**  
**MAY 10 2017**  
**CITY OF LAVON**





**CITY OF LAVON  
CITY COUNCIL  
Agenda Brief**

**MEETING:** May 16, 2017

**ITEM:** 8-D

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**Item:**

Discussion and action regarding street sign standards and specifications.

**Background:**

For consistency and to enhance the ability of public safety and first responders to respond to calls for service, standardized street sign specifications are recommended. The standards will apply to new developments and to the replacement of existing street signs. When a developer constructs a new subdivision, they provide the street signs in accordance with the City's standards.

As budget resources permit, existing street signs in the City that are not located in Grand Heritage will be replaced with the news designs. A timetable for the replacement will be considered with budget requests for FY 17-18.

**Attachments:** Street Sign Specifications

May 10, 2017



## City of Lavon Traffic & Street Sign Standards

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Stop Signs: 30"  
Engineer grade prismatic retro-reflective

Traffic Signs: 18" x 24" speed limit  
Engineer grade prismatic retro-reflective

Street Signs: 9" x 36"  
.080 aluminum street name signs  
Engineer grade prismatic retro-reflective black with white copy  
Include City of Lavon 4-color logo (contact City for jpeg)  
 $\frac{3}{4}$ " radius corners

Contact the Director of Public Works regarding other traffic sign requirements and more information.

STREET SIGN SAMPLE:





# CITY OF LAVON CITY COUNCIL Agenda Brief

**MEETING:** May 16, 2017

**ITEM:** 9-A

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**Item:**

Discussion regarding maintenance of on-site sewage facilities.

**Background:**

At the May 2, 2017 City Council meeting, the Council requested that this item be placed on the May 16 agenda for discussion.

It was suggested that the Council would like to consider more stringent requirements than those previously in effect. Information relating to the current practice is enclosed.

City staff roughly estimates that there are presently approximately 300 OSSFs and roughly half of those homes have maintenance contracts.

**Attachments:** TCEQ Information re OSSF  
City Council minutes

May 10, 2017

## **Adopting or Amending an OSSF Order/Ordinance/Resolution**

To become an authorized agent or amend an existing order/ordinance/resolution, a local governmental entity must follow the requirements specified in 30 TAC §285.10. Below is a synopsis of the process:

1. Request a copy of the most recent model order, ordinance, or resolution.
2. Draft an order, ordinance, or resolution that meets the requirements of Title 30 Texas Administrative Code (30 TAC), Chapter 285 and Texas Health and Safety Code, Chapter 366, §366.032 using the model order, ordinance, or resolution format.
3. If proposing more stringent standards than 30 TAC, Chapter 285, the draft order, ordinance, or resolution must be submitted to the TCEQ Central Office in Austin with a written justification demonstrating how each more stringent requirement will provide greater protection to the public health and safety. If no more stringent standards are proposed, then skip to step #5.
4. The TCEQ will review the proposal and either issue a written notice to proceed or a written notice of deficiency.
5. If the governmental entity is not proposing more stringent standards or has received a notice to proceed from TCEQ, the entity shall publish notice of a public meeting at least 72 hours prior to the public meeting, but not more than 30 days prior to the meeting. The notice must appear in a regularly published newspaper of general circulation in the area of jurisdiction.
6. After the public meeting is held, the governmental entity shall submit a copy of the following items to the TCEQ Central Office in Austin:
  - the public notice as it appeared in the newspaper;
  - a publisher's affidavit from the newspaper in which the public notice appeared;
  - a certified copy of the minutes of the meeting when the order, ordinance, or resolution was adopted; and
  - a certified copy of the order, ordinance, or resolution that was passed by the entity.
7. The TCEQ will review the materials. After the review, the TCEQ will either approve delegation or send a letter outlining the deficiencies in the submitted materials.
8. The entity's order, ordinance, or resolution will be effective on the date the commission order approving delegation is signed by the executive director. A copy of the signed order, ordinance or resolution will be mailed to the governmental entity.

*For questions about the process, or to obtain a copy of the current model order/ordinance/resolution, you may contact the following individuals:*

*James McCaine, Telephone 512-239-4777, e-mail [james.mccaine@tceq.texas.gov](mailto:james.mccaine@tceq.texas.gov)  
Mike Price, Telephone 512-239-2150, e-mail [mike.price@tceq.texas.gov](mailto:mike.price@tceq.texas.gov)*

(3) Proprietary planning materials. Planning materials for proprietary treatment or disposal systems, as described in §285.32(c) or §285.33(c) of this title, shall be submitted to the executive director for review. The systems and the testing protocol shall be approved by the executive director before the systems can be installed in the state.

Adopted December 5, 2012

Effective December 27, 2012

**§285.6. Cluster Systems.**

(a) Cluster systems are not authorized under this chapter after the effective date of these rules. Cluster systems may be authorized under other chapters of this title including Chapter 331 of this title (relating to Underground Injection Control).

(b) Existing cluster systems may be repaired or altered under this chapter. However, the alteration may not result in an increase in the volume of the permitted flow or change the nature of the permitted flow. Existing cluster systems may be required to be authorized under other chapters of this title when the system has to be expanded or altered in a manner that increases the volume or changes the nature of the permitted flow.

Adopted December 5, 2012

Effective December 27, 2012

**§285.7. Maintenance Requirements.**

(a) Maintenance contract requirements. Maintenance contract requirements for all on-site sewage facilities (OSSFs) are identified in §285.91(12) of this title (relating to Tables). The permit holder shall ensure that the OSSF is properly operated and maintained in accordance with this chapter. Homeowners who maintain their own systems are exempt from contract requirements, as provided in subsection (d)(4) of this section.

(b) Maintenance provider.

(1) Effective September 1, 2009, in order to perform maintenance on an OSSF, an individual must either be licensed by the TCEQ as a maintenance provider or registered by the TCEQ as a maintenance technician and employed by a licensed maintenance provider. Prior to September 1, 2009, in order to perform maintenance on an OSSF, an individual must be registered by the TCEQ as a maintenance provider.

(2) Effective September 1, 2009, the maintenance provider will be responsible for fulfilling the requirements of the maintenance contract. The maintenance provider will be responsible for the work performed by registered maintenance technicians under their direct supervision. Prior to September 1, 2009, the

maintenance company will be responsible for fulfilling the requirements of the maintenance contract.

(3) Effective September 1, 2009, the maintenance provider must sign all maintenance reports.

(c) Initial Two-Year Service Policy. The initial two-year service policy shall be effective for two years from the date the OSSF is first used. For a new single family dwelling, this date is the date of sale by the builder. For an existing single family dwelling this date is the date the notice of approval is issued by the permitting authority. The owner, or owner's agent shall provide the permitting authority with a copy of the signed initial two-year service policy before the system is approved for use. The initial service policy shall meet the minimum guidelines for maintenance contracts, as described in §285.7(d)(1)(A) - (E) and the individual fulfilling the service policy shall be a maintenance provider or a maintenance technician working under the supervision of a maintenance provider.

(d) Maintenance contracts. OSSFs required to have maintenance contracts are identified in §285.91(12) of this title.

(1) Contract provisions. The OSSF maintenance contract shall, at a minimum:

(A) list items that are covered by the contract;

(B) specify a time frame in which the maintenance provider or maintenance technician will visit the property in response to a complaint by the property owner regarding the operation of the system;

(C) specify the name of the maintenance provider who is responsible for fulfilling the terms of the maintenance contract;

(D) identify the frequency of routine maintenance and the frequency of the required testing and reporting;

(E) identify who is responsible for maintaining the disinfection unit;  
and

(F) indicate the business physical address and telephone number for the maintenance provider.

(2) Contract submittals. Unless the owner maintains the system, as excepted by paragraph (4) of this subsection, a copy of the signed maintenance contract shall be provided by the owner to the permitting authority 30 days before the expiration

of the initial two-year service policy. For the time period after the initial two-year service policy, the owner is required to have a new maintenance contract signed and submitted to the permitting authority at least 30 days before the contract expires unless the owner maintains the system, as excepted by paragraph (4) of this subsection.

(3) Amendments or terminations.

(A) Effective September 1, 2009, if the maintenance provider discontinues the maintenance contract, the maintenance provider shall notify, in writing, the permitting authority, the manufacturer, and the owner at least 30 days before the date service will cease. Prior to September 1, 2009, if the maintenance company discontinues the maintenance contract, the maintenance company shall notify, in writing, the permitting authority, the manufacturer, and the owner at least 30 days before the date service will cease.

(B) Effective September 1, 2009, if the owner discontinues the maintenance contract, the maintenance provider shall notify, in writing, the permitting authority and the manufacturer at least 30 days before the date service will cease. Prior to September 1, 2009, if the owner discontinues the maintenance contract, the maintenance company shall notify, in writing, the permitting authority and the manufacturer at least 30 days before the date service will cease.

(C) Effective September 1, 2009, if a maintenance contract is discontinued or terminated, the owner shall contract with another maintenance provider and provide the permitting authority with a copy of the new signed maintenance contract no later than 30 days after termination, unless the owner meets the requirements of paragraph (4) of this subsection. Prior to September 1, 2009, if a maintenance contract is discontinued or terminated, the owner shall contract with another maintenance company and provide the permitting authority with a copy of the new signed maintenance contract no later than 30 days after termination, unless the owner meets the requirements of paragraph (4) of this subsection.

(4) Exceptions to maintenance contract. At the end of the initial two-year service policy, the owner of an OSSF for a single family residence shall either maintain the system personally or obtain a new maintenance contract.

(A) If the residence is sold before the end of the initial two-year service policy period, the terms of the initial service policy will apply to the new owner.

(B) An owner may not maintain an OSSF under the provisions of this section for commercial, speculative residential, or multifamily property.

(e) Testing and reporting. OSSFs that must be tested are identified in §285.91(12) of this title.

(1) Effective September 1, 2009, the maintenance provider shall test and report for each system as required in §285.91(12) of this title. Prior to September 1, 2009, the maintenance company shall test and report for each system as required in §285.91(12) of this title. The report must:

(A) include any responses to owner complaints; the results of the maintenance provider's findings as described in §285.90(3) of this title (relating to Figures) and the test results as required in §285.91(4) of this title, including procedures for the maintenance of the unit approved by the executive director; and

(B) be submitted to the permitting authority and the owner within 14 days after the date the test is performed.

(2) To provide the owner with a record of the maintenance check, the maintenance provider shall install a weather resistant tag, or some other form of weather resistant identification, on the system at the beginning of each maintenance contract. This identification shall:

(A) identify the maintenance provider;

(B) list the telephone number of the maintenance provider;

(C) specify the start date of the contract; and

(D) be either punched or indelibly marked with the date the system was checked at the time of each maintenance check, including any maintenance check in response to owner complaints.

(3) The number of required tests may be reduced to two per year for all systems having electronic monitoring and automatic telephone or radio access that will notify the maintenance provider of system or components failure and will monitor the amount of disinfection in the system. The maintenance provider shall be responsible for ensuring that the electronic monitoring and automatic telephone or radio access systems are working properly.

**(4) The owner of an OSSF for a single family residence who elects to maintain their unit through the exemption described in subsection (d)(4) of this section is not subject to testing and reporting requirements.**

(f) Replacement parts. The manufacturer of the installed on-site aerobic system shall make available to the homeowner all replacement parts for that aerobic system to

# Lavon City Council Meeting Minutes



June 1, 2010

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## I. MEETING CALLED TO ORDER AT 7:04 P.M. BY MAYOR MARTIN

Members Present: Mayor Norma Martin  
Council Member Place 1, Chris Kane  
Council Member Place 2, Deborah Nabors  
Council Member Place 3, Gary Meeks  
Council Member Place 4, Aaron Heatley  
Council Member Place 5, Paul Slay, Mayor Pro-Tem

Members Absent: City Manager, Mike Jones  
Staff Present: City Secretary, Linda Ardis  
Administrative Supervisor, Laura Kennemer

Commission and Board Members: EDCB President, David Piekarski

## II. MAYOR MARTIN TO LEAD THE COUNCIL AND VISITORS IN THE PLEDGE OF ALLEGIANCE.

Mayor Martin led the City Council and visitors in the Pledge of Allegiance.

## III. INVOCATION

Mayor Pro-Tem Slay led the invocation.

## IV. ITEMS OF INTEREST/CITY COUNCIL COMMUNICATIONS

**Members of City Council have the opportunity to notify others of community events, functions and other activities. There will also be an opportunity to briefly comment on City Council business, City operations, projects and other items coming before the City Council.**

City Council Member Chris Kane reminded the Council that Thursday was the last day of school. The children will be out and playing in the neighborhoods on Friday. Be watching for them while you are driving around Lavon.

## V. CONSENT AGENDA

A. City Council to Consider and Act on approval of the consent agenda:

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# Lavon City Council Meeting Minutes



June 1, 2010

## 1. May 18, 2010 City Council Meeting \*

There was no discussion.

**Motion:** Council Member Heatley, "I move we approve the May 18, 2010 consent agenda."

**Second:** Council Member Nabors

**In Favor:** Council Member Kane, Council Member Nabors, Council Member Meeks, Council Member Heatley and Mayor Pro-Tem Slay

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## VI. PUBLIC RECOGNITION

A. City Council to recognize retiring Alderman Paul Slay.

After presenting Paul Slay with a plaque and cake, the meeting recessed from 7:08 p.m. until 7:20 p.m. for refreshments and taking pictures.

## VII. 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.**

None

## VIII. PUBLIC HEARING

None

## IX. OATH OF OFFICE

A. Mayor Martin to administer Oath of Office to newly elected Council Members:

- 1) Place One, Chris Kane
- 2) Place Three, Gary Meeks
- 3) Place Five, Charles Teske Jr.

# Lavon City Council Meeting Minutes



June 1, 2010

Mayor Martin asked the newly elected members to step forward and she issued the Oath of Office to them.

## **X. NEWLY ELECTED CITY COUNCIL MEMBERS TO TAKE THEIR SEAT**

A. Mayor Martin to welcome the newly elected Council Members.

Mayor Martin welcomed the new Council Members and asked them to take their seats.

## **XI. ITEMS FOR DISCUSSION**

A. **City Council to discuss the City Website. (Nabors)**

Council Member Nabors reported that she will be working with the Police Department to complete their part of the website beginning next week. She is waiting on some information on our housing developments from Lynn Alston in Herbert Hunt's office. Council Member Nabors hopes to have the website up and running very soon.

B. **City Council to discuss the American Recovery and Reinvestment Acts Grant. (Jones)**

City Manager Jones reminded the Council that months ago the City had applied for an Energy Conservation Grant. The grant was to be used to install solar panels on top of the Police Department to reduce power grid consumption. Last week, he was notified that the City had received a \$23,000, 100% non-matching grant. Longhorn Solar will be doing the work at the Police Department as soon as they can place the City on their schedule.

## **XII. ITEMS FOR CONSIDERATION AND ACTION**

A. **City Council to Consider and Act on electing a Mayor Pro-Tem. (Martin)**

Mayor Martin nominated Aaron Heatley. Council Member Teske nominated Chris Kane. Mayor Martin called for a vote of the Members. Council Member Heatley received two votes and Council Member Kane received three votes. The City's new Mayor Pro-Tem is Chris Kane.

# Lavon City Council Meeting Minutes



June 1, 2010

## **B. City Council to consider and Act on Approving an Interlocal Jail Service Agreement with Collin County. (Ardis)**

City Secretary Ardis told the Council this is only an amendment to the Collin County Agreement for FY 2010-2011 with no increase in cost. She recommended the Council accept the Interlocal Jail Service Agreement with Collin County.

**Motion:** Council Member Nabors, "I move that we approve the Interlocal Jail Service Agreement with Collin County."

**Second:** Council Member Meeks

**In Favor:**, Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske.

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## **C. City Council to Consider and Act on sending an On-Site Sewage Facilities Ordinance to TCEQ for pre-approval. (Kennemer)**

After discussing and going back over the Ordinance, the following changes were made:

1. Section 9. Amendments, C, 3, last sentence add the words "within one calendar year" after the word "failure"
2. Same sentence, after the word "inspections" add "for a period of twelve consecutive months"
3. Next page, under G, second paragraph, after last word "provider" add for a period of twelve consecutive months"

**Motion:** Mayor Pro-Tem Kane, "I move that we make two adjustments: Section 9, Sub-section C 3—On a second or subsequent failure (add within one calendar year) the property owner/resident will lose the right to perform self inspections (add for a period of twelve consecutive months)...and then the continued verbiage. Then the second paragraph after G to maintain consistency should read the property/owner resident who fails to submit required inspection reports to the City shall relinquish authority to self-maintain his/her OSSF system and will be required to obtain a contract for maintenance of their system by a registered/licensed maintenance provider (add for a period of twelve consecutive months."

**Second:** Council Member Nabors

**In Favor:** Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

# Lavon City Council Meeting Minutes



June 1, 2010

**Opposed:** None  
**Abstained:** None  
**Motion:** Passed

Mayor Pro-Tem Kane continued by saying that we had just approved the amendments and the Council still needed to pass the pre-approval.

**Motion:** Mayor Pro-Tem Kane, "I move that we pass the On-Site Sewage Facilities Ordinance to TCEQ for pre-approval as amended."

**Second:** Council Member Nabors

**In Favor:** Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## **D. City Council to Consider and Act on a thirty day extension of the solid waste service agreement between the City and IESI. (Jones)**

City Manager Jones told the Council that IESI and the City had not completely finalized the contract negotiations. Because he wanted to have time for the Council to review the agreement, he requested a thirty day extension. This also serves as a means to continue trash service collection from IESI for the City during this time period.

**Motion:** Council Member Nabors, "I move that we approve the thirty day extension of the solid waste service agreement between the City and IESI."

**Second:** Council Member Meeks

**In Favor:** Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## **E City Council to Consider and Act on selecting a Certified Public Accounting firm. (Jones)**

City Manager Jones told the Council that he and Administrative Supervisor Laura Kennemer had interviewed and talked with various accountants as directed by the Council. The CPA firms in the Council Packets were their choice to bring before the Council for their consideration. City Manager Jones said he recommended Mike Oliver. Council Member Nabors said after reading the packet, she agreed.

# Lavon City Council Meeting Minutes



June 1, 2010

Mayor Pro-Tem Kane said he knew this was on the Agenda as a Consideration and Action item. However, the City now has an auditor who dealt with bookkeeping problems in the past. He felt the Council needed to interview at least two of the CPA's. The Mayor said that this had already been assigned and completed by the City Manager. Mayor Pro-Tem Kane said he did not want to compound the City's mistakes especially now when the City has an accountant on the Council who has a background in audits and examining fraud cases.

Council Member Teske asked the City Manager if he had called the references listed under Conway Company CPA's. City Manager Jones told him he had not had the time. Council Member Teske said that he had taken the liberty of calling some of Conway Company CPA's references. He talked to the City Administrator of one City and the Staff Accountant of another City who thought they were very good. City Manager Jones said that ultimately it was the Council's decision.

**Motion:** Council Member Nabors, "I move that we table this item until the next meeting and allow our own new Council Member to perhaps provide some assistance and input into contacting references for every one of these companies before we make a decision."

**Second:** Mayor Pro-Tem Kane

**In Favor:** Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## **F. City Council to Consider and Act on a Bill of Ordinance amending the Lavon Code of Regulations pertaining to use of Electronic Media Devices. (Jones)**

City Manager Jones said he had written the Ordinance after the Mayor requested him to produce a set of rules in line with the information the Council had received to protect the City from problems arising from the use of personal computers.

Council Member Nabors said she thought the document was well written and well thought out. However, the requirements would force the Council to make a decision prior to discussion. For instance, on page 2, 3.3.3.6 , B, # 5 which states, "no information whatsoever is stored or saved to any device, hard drive, external drive, cloud drive, thumb drive, virtual drive or any other electronic media storage device". Council Member Nabors continued by saying the only way to save anything the Council or boards were working on would be to come up to the City and use one of their computers. City Manager Jones told her that was correct. Council Member Nabors replied that she felt that was forcing the Council's hand on the next item on the Agenda.

# Lavon City Council Meeting Minutes



June 1, 2010

Council Member Heatley said that was what the attorney advised in his letter and should be implemented by a set of rules. It is a means to protect the City. Whether we adopt the next item or not, this has to be done.

Mayor Pro-Tem Kane said what he was looking at in the document was that it was a Class C Misdemeanor violation. Council Member Nabors said she did understand that the rules have to have a punishment. Mayor Pro-Tem Kane said that the Council had just looked at \$47,000 billed on the light side for a CPA. We were then looking at \$800 for computers times 15 or 18 for the number needed. He felt if this was passed, then the next item had to be passed also. He asked where the money was coming from. He said there was some money in reserve, but we cannot print money when that runs out.

Council Member Heatley said he felt it was necessary to listen to the attorney. He said it would be foolish if the Council did not. Council Member Nabors said she read the letter from the attorney and she did not feel he was directing the City to do this as much as he was listing the risks associated with using personal computers.

City Manager Jones said he had heard two Council Members say they were being forced to accept the next Agenda item if they passed this one. He said he felt that if they felt that way, he had completely failed in writing the document.

There was no more discussion and the Mayor called for a vote.

**Motion:** Council Member Nabors, "I move that we table Item "F" until such time the City Manager can incorporate a "hold harmless" type of clause into the Bill of Ordinance."

**Second:** Council Member Meeks

**In Favor:** Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Heatley

**Opposed:** None

**Abstained:** None

**Motion:** Passed

Mayor Martin recessed the meeting at 7:37 p.m. and convened again at 7:38 p.m.

## **G. City Council to Consider and Act on directing the City Secretary to purchase Legislative Branch Computers. (Heatley)**

Council Member Heatley said that he was following the attorney's advice, but was happy to listen to what the other Members wanted to do. Mayor Martin had a suggestion of buying computers for the Mayor, one for Trey Smith of the P & Z Commissions and two extras that could be checked out or used at City Hall by others.

# Lavon City Council Meeting Minutes



June 1, 2010

Mayor Pro-Tem Kane suggested Netbook which runs around \$250 to \$300 as an alternative to spending \$720 for a single computer. City Manager Jones said that was a possibility as long as Netbook had the ability to do Word Processing.

Council Member Nabors said she understood the Mayor's position, but that each of the P & Z Commissioners were working on the City's Comprehensive Plan and needed one. She continued by saying whatever the City decided to go with, it should be the least expensive solution at this time.

Council Member Deborah Nabors made the following motion.

**Motion:** Council Member Nabors, "I move that we direct the City Manager to look into the cost of Netbook but also insure that they have the ability to get on the network, which I know they do, and that they have some kind of word processing and not necessarily an Excel equipment but some kind of spreadsheet ability that can be used. Let's look at that particular option."

**Second:** Mayor Pro Tem Kane

Council Member Teske said that before the Council voted, he felt some members probably needed a better machine. He asked that a price of a "bare bone" Dell be put along side Netbook and compared.

Council Member Nabors said she withdrew her motion and asked the Council to consider the other discussion. EDCB President David Piekarski informed that Council that Microsoft was known to provide Microsoft Software at very low costs for students and perhaps government licensed entities. It would be worth checking out with Microsoft directly.

**Motion:** Mayor Pro-Tem Kane, "I move that we table the item until research is done."

**Second:** Council Member Nabors

**In Favor:** Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## XIII. SETTING FUTURE MEETINGS AND AGENDAS

**Council 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 City Secretary.**

# Lavon City Council Meeting Minutes



June 1, 2010

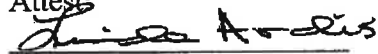
Mayor Martin said that everything that was tabled needed to be put back on the next Agenda.

## XIV. MAYOR MARTIN TO ADJOURN THE LAVON CITY COUNCIL MEETING.

Mayor Martin adjourned the City Council Meeting at 8:30 p.m.

Duly passed and approved on this 6th day of July 2010.

  
Mayor Norma Martin

Attest:  
  
Linda Ardis, City Secretary

# Lavon City Council Meeting Minutes



May 18, 2010

## I. MEETING CALLED TO ORDER AT 7:06 P.M. BY MAYOR MARTIN

Members Present: Mayor Norma Martin  
Council Member Place 1, Chris Kane  
Council Member Place 4, Aaron Heatley  
Council Member Place 5, Paul Slay, Mayor Pro-Tem

Members Absent: Council Member Place 2, Deborah Nabors  
Council Member Place 3, Gary Meeks

Staff Present: City Manager, Mike Jones  
City Secretary, Linda Ardis  
Administrative Supervisor, Laura Kennemer

Commission and Board Members: EDCB Member, David Piekarski  
EDCB Member, Paul Lemon

## II. MAYOR MARTIN TO LEAD THE COUNCIL AND VISITORS IN THE PLEDGE OF ALLEGIANCE.

Mayor Martin led the City Council and visitors in the Pledge of Allegiance.

## III. INVOCATION

Council Member Heatley led the invocation.

## IV. ITEMS OF INTEREST/CITY COUNCIL COMMUNICATIONS

Members of City Council have the opportunity to notify others of community events, functions and other activities. There will also be an opportunity to briefly comment on City Council business, City operations, projects and other items coming before the City Council.

## V. CONSENT AGENDA

### A. City Council to Consider and Act on approval of the consent agenda:

1. May 18, 2010 City Council Meeting \*

# Lavon City Council Meeting Minutes



May 18, 2010

There was no discussion. The Mayor asked for a motion.

**Motion:** Council Member Heatley, "I move we approve the Consent Agenda."

**Second:** Council Member Kane

**In Favor:** Council Member Kane, Council Member Heatley and Mayor Pro-Tem Slay

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## VI. PUBLIC RECOGNITION

None

## VII. 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.**

Mayor Martin recognized Josh Bray of Sanitation Solutions. Mr. Bray told the Council his company had been in the trash service business for the last 5 years. He currently services 19 municipalities throughout the East Texas area. Sanitation Solution's growth is attributed to 2 things: the best customer service in the industry and the best prices for these services. Mr. Bray left a folder with the Council and asked them to consider letting the trash service go out for RFP.

The Mayor thanked him for coming before the Council and said after reviewing his folder, the Council would get back with him.

## VIII. PUBLIC HEARING

None

## IX. ITEMS FOR DISCUSSION

**A. City Council to discuss the Website. (Nabors)**

# Lavon City Council Meeting Minutes



May 18, 2010

City Manager Jones told the Council that Council Member Nabors was ill. Mayor Martin said the item would be tabled until the next meeting.

**B. City Council to discuss the use of privately owned computers for City business.  
(Jones)**

City Manager Jones reported that he had spoken to both TML, Assistant City Attorney Ben Wyse and City Attorney Andy Messer as the Council had requested. Their response on the issue of using privately owned computers for City business was forwarded to each Council Member.

Regardless of how the Council votes on the issue, City Manager Jones said it was his goal to give the Council the best information to allow them to know the risk and cost of their decision. There was no further discussion by the Council.

**X. ITEMS FOR CONSIDERATION AND ACTION**

**A. City Council to Consider and Act on appointing P & Z Commission Position Seat One whose term expires June, 2011. (Nabors)**

Mayor Martin tabled the motion until the next meeting because Council Member Nabors was absent from the meeting.

**B. City Council to Consider and Act on approving a reimbursement request from World Land Development for authorized expenditures from the Heritage Public Improvement District # 1. (Jones)**

City Manager Jones told the Council in 2003/2004, the City negotiated an assessment to pay back the Developer. The current amount requested to be reimbursed to the Developer is \$8,672,342.00. However, at no time does the City owe more than it has collected. At this time based on what has been collected for West "A" and East "A1", the PID Administrator advises the City has available for reimbursement to World Land Development \$1,164,979.59. This item is approving the application for reimbursement.

**Motion:** Mayor Pro-Tem Slay, "I make a motion to approve the reimbursement request from World Land Development for authorized expenditures from the Heritage Public Improvement District # 1. "

**Second:** Council Member Kane

**In Favor:**, Council Member Kane, Council Member Heatley and Mayor Pro-Tem Slay

**Opposed:** None

**Abstained:** None

# Lavon City Council Meeting Minutes



May 18, 2010

**Motion:** Passed

**C City Council to Consider and Act on directing the City Secretary to pay World Land Development from available funds of Heritage Public Improvement District # 1 for approved expenditures and to make a record of the unpaid balance for payment when funds are available. (Jones)**

The City Manager said that he was requesting the City to authorize and direct the City Secretary to prepare a check in the amount of \$1,164,979.59 from available funds in the Heritage Public Improvement District checking account.

**Motion:** Council Member Kane, "I so move."

**Second:** Mayor Pro Tem Slay

**In Favor:** Council Member Kane, Council Member Heatley and Mayor Pro-Tem Slay

**Opposed:** None

**Abstained:** None

**Motion:** Passed

**D.City Council to consider and act on receiving the official Canvass of Election Returns for the May 8, 2010 Election. (Ardis)**

City Secretary Ardis read the official Canvass of Election Returns from the May 8, 2010 Election.

**Motion:** Council Member Heatley, "I move that we receive the official Canvass of Election Returns for the May 8, 2010 Election.:"

**Second:** Council Member Kane

**In Favor:** Council Member Kane, Council Member Heatley and Mayor Pro-Tem Slay

**Opposed:** None

**Abstained:** None

**Motion:** Passed

**E.City Council to consider and act on Resolution No. 2010-05-01 declaring the results of the official Canvass of Election for the May 8, 2010 Election. (Ardis)**

The City Secretary read Resolution No. 2010-05-01 declaring the results of the official Canvass of Election for the May 8, 2010 Election.

**Motion:** Council Member Heatley, "I move that we accept Resolution 2010-05-01 declaring the results of the official Canvass of Election for the May 8, 2010 Election."

**Second:** Council Member Kane

**Favor:** Council Member Kane, Council Member Heatley and Mayor Pro-Tem Slay

# Lavon City Council Meeting Minutes



May 18, 2010

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**Opposed:** None  
**Abstained:** None  
**Motion:** Passed

## **F. City Council to consider and act on directing the City Secretary to purchase Legislature Branch Computers. (Heatley)**

After discussion, Council Member Heatley said in the interest of getting things done and protecting the Council and the City, this seemed like a logical step. Mayor Martin said that she would really like to hold off deciding the matter until all of the Council could be there to help decide. Mayor Pro-Tem Slay said he agreed with Mayor Martin.

**Motion:** Council Member Heatley, "I move that we table this item until the next meeting so we have more Members to participate in the decision."

**Second:** Council Member Kane

**Favor:** Council Member Kane, Council Member Heatley and Mayor Pro-Tem Slay

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## **G. City Council to consider and act on sending an On-Site Sewage Facilities Ordinance to TCEQ for pre-approval. (Slay)**

Mayor Pro-Tem Slay told the Council several months ago, some homeowners were complaining about the service contracts the State requires where a DR comes out and inspects your septic system and tells you what is wrong. The homeowner is still responsible for having the repair work done. If a homeowner has the responsibility to maintain his home, should they not be allowed to maintain their own septic system.

The City proposes to send the Public Works Director to school to become a DR inspector. Kevin Dudley would then start a certification class for the homeowners so they could inspect their own systems. The City would require the homeowner to turn in paper work every 3 months to the City.

City Manager Jones explained that this Ordinance has to be sent to TCEQ for their approval. Changes will be made by TCEQ and sent back to the City for their approval. This is just the first step in the process.

After reviewing the Ordinance, there were some additions and clarifications that needed to be made. City Manager Jones recommended that the item be tabled until further study could be made on 30TAC, Chapters 30 and 285 or other administrative rules.

# Lavon City Council Meeting Minutes



May 18, 2010

**Motion:** Mayor Pro Tem Slay, "I move that we table Item "G" until the first meeting in June."

**Second:** Council Member Kane

**Favor:** Council Member Kane, Council Member Heatley and Mayor Pro-Tem Slay

**Opposed:** None

**Abstained:** None

**Motion:** Passed

## XI. SETTING FUTURE MEETINGS AND AGENDAS

**Council 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 City Secretary.**

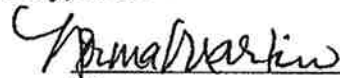
City Secretary Ardis confirmed the following agenda items:

1. Consider and act on appointing P & Z Commission Position Seat One who term expires June, 2011. (Nabors)
2. Discussion on Website. (Nabors)
3. Consider and act on directing City Secretary to purchase Legislative Branch Computers. (Heatley)
4. Consider and act on sending an On-Site Sewage Facilities Ordinance to TCEQ for pre-approval. (Slay)


## XII. MAYOR MARTIN TO ADJOURN THE LAVON CITY COUNCIL MEETING.

Mayor Martin adjourned the City Council Meeting at 7:52 p.m.

Duly passed and approved on this 1 day of <sup>June</sup>~~May~~, 2010.

  
Mayor Norma Martin

Attest:

  
Linda Ardis, City Secretary



**CITY OF LAVON  
CITY COUNCIL  
Agenda Brief**

**MEETING:** May 16, 2017

**ITEM:** 9-B

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**Item:**

Discussion regarding draft Budget Calendar for FY 17-18

**Attachment:**

A draft-work in progress calendar is provided for the Council's information.

May 10, 2017





**CITY OF LAVON  
CITY COUNCIL  
Agenda Brief**

**MEETING: May 16, 2017**

**ITEM: 9-C**

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**Item:**

Discussion regarding a request for a traffic signal at SH 78 and Atlantis.

**Background:**

The City has received a resident request that the City ask the Texas Department of Transportation (TxDOT) to consider the installation of a traffic signal at SH 78 and Atlantis:

***Email Excerpt:***

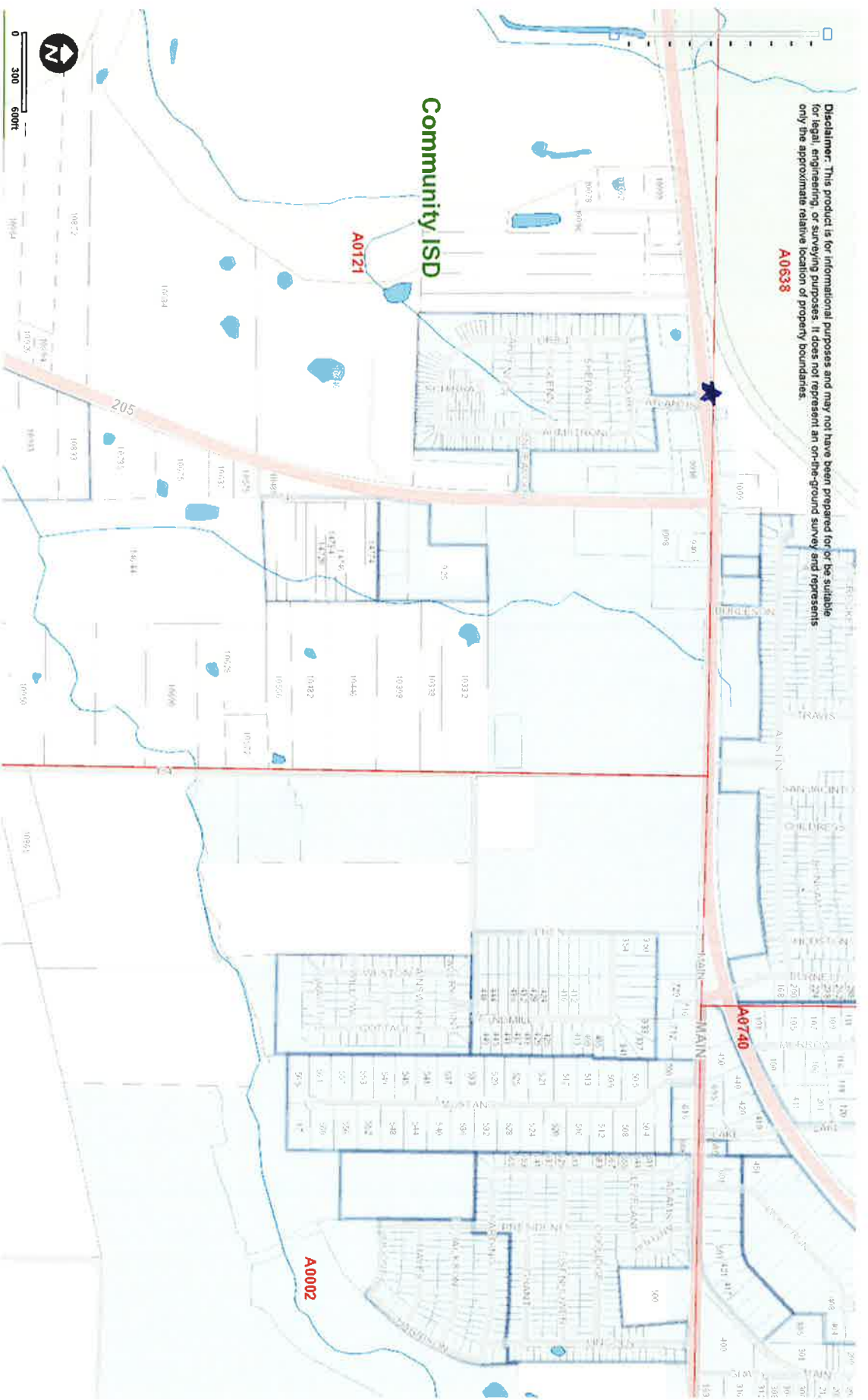
Good morning! I reached out to TxDOT to see what plans might be in place for protected left turns out of GH West, especially once 78 expands to four lanes, and 205 goes under construction. They have been VERY helpful and responsive, but said that a request for a light would ultimately have to come from the city. That being said, has the council considered anything of that nature? It is already extremely difficult and dangerous to get out of our neighborhood unless a driver purposely stops traffic to let us out, and I'm concerned about what will happen once it's expanded to four lanes. Thank you for any input you might have!

If the Council desires, the staff can send a request to TxDOT for a traffic study to determine if a signal is warranted.

**Attachments:**        Location Exhibit  
                              Sample letter

May 10, 2017

Disclaimer: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.



*★ Signal location required*



**CITY OF LAVON**  
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Lavon, TX 75166  
(972) 843-4220  
[www.cityoflavon.com](http://www.cityoflavon.com)

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March 10, 2017

Brenan Honey, P.E.  
Collin County Area Engineer  
Texas Department of Transportation  
P. O. Box 90  
McKinney, Texas 75069-0090

RE: City of Lavon – State Highway 78  
Request for Traffic Signal Study

Dear Mr. Honey,

The Lavon City Council respectfully requests that the Texas Department of Transportation (TxDOT) conduct a traffic signal study at the intersection of SH 78 and Bently for the placement of a traffic signal. A TxDOT Form 2018 Traffic Signal Authorization and an illustration of the location are attached.

If there are questions or if anything further is needed, please let me know.

Kind regards,

**COPY**

Kim Dobbs  
City Administrator | City Secretary  
[kim.dobbs@cityoflavon.org](mailto:kim.dobbs@cityoflavon.org)

Attachment