



**MINUTES
DECEMBER 4, 2018
LAVON CITY COUNCIL
REGULAR MEETING – EXECUTIVE SESSION
CITY HALL, 120 SCHOOL ROAD, LAVON, TEXAS
7:00 P.M.**

ATTENDING: VICKI SANSON, MAYOR
JOHN KELL, PLACE 1
MIKE COOK, PLACE 2
KAY WRIGHT, MAYOR PRO TEM, PLACE 3
TIM DAVIS, PLACE 4
MINDI SERKLAND, PLACE 5

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

2. MAYOR SANSON LED THE RECITATION OF THE PLEDGE OF ALLEGIANCE AND MR. KELL DELIVERED THE INVOCATION.

3. ISSUANCE OF OATH OF OFFICE TO NEWLY ELECTED MAYOR AND COUNCIL MEMBERS

City Administrator Kim Dobbs administered the Oath of Office to Mayor Sanson. Mayor Sanson administered the Oaths of Office to John Kell, City Council Member Place 1, Kay Wright, City Council Member Place 3 and Mindi Serkland, City Council Member Place 5.

4. PROCLAMATION

Mayor Sanson presented Lavon resident Keith Karr a proclamation recognizing his distinguished accomplishments in finishing first in three events at the 2018 Senior Olympics and qualifying for the 2019 National Senior Olympics to be held in Albuquerque, New Mexico.

5. CITIZENS COMMENTS

There were none.

6. ITEMS OF INTEREST/COMMUNICATIONS

- Grand opening celebration for 7-11 on December 20, 2018.

7. CONSENT AGENDA

A. Approve the minutes of the November 6, 2018 meeting.

B. Approve the minutes of the November 16, 2018 meeting

C. Accept the Heritage Public Improvement District #1 Assessment Report Summary dated 10/31/2018 and authorize the payment of invoices included therein.

MOTION: APPROVE THE CONSENT AGENDA.

MOTION MADE: DAVIS

SECONDED: KELL

APPROVED: UNANIMOUS

8. ITEMS FOR CONSIDERATION

A. Discussion and action regarding Resolution No. 2018-12-01 authorizing the Mayor to execute a professional services agreement with P3 Works, LLC for the provision of public improvement district administration and service and assessment plan consultant services for the Lakepointe Development project; and declaring an effective date.

Ms. Dobbs provided details regarding the selection process and proposed agreement with a Public Improvement District (PID) Administrator.

MOTION: APPROVE RESOLUTION NO. 2018-12-01 AUTHORIZING THE MAYOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH P3 WORKS, LLC FOR THE PROVISION OF PUBLIC IMPROVEMENT DISTRICT ADMINISTRATION AND SERVICE AND ASSESMENT PLAN CONSULTANT SERVICES FOR THE LAKEPOINTE DEVELOPMENT PROJECT; AND DECLARING AN EFFECTIVE DATE.

MOTION MADE: SERKLAND
SECONDED: DAVIS
APPROVED: UNANIMOUS

- B. Discussion and action regarding Resolution 2018-12-02 authorizing the Mayor to execute a professional services agreement with P3 Works, LLC for the provision of public improvement district administration and service and assessment plan consultant services for the Abston Hills project; and declaring an effective date.**

Ms. Dobbs provided details regarding the selection process and proposed agreement with a Public Improvement District (PID) Administrator.

MOTION: APPROVE RESOLUTION NO. 2018-12-02 AUTHORIZING THE MAYOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH P3 WORKS, LLC FOR THE PROVISION OF PUBLIC IMPROVEMENT DISTRICT ADMINISTRATION AND SERVICE AND ASSESMENT PLAN CONSULTANT SERVICES FOR THE ABSTON HILLS PROJECT; AND DECLARING AN EFFECTIVE DATE.

MOTION MADE: DAVIS
SECONDED: SERKLAND
APPROVED: UNANIMOUS

- C. Discussion and action to nominate and appoint a Mayor Pro-Tempore for a term that expires in November 2019.**

Ms. Dobbs reviewed the Texas Local Government Code, Section 22.037 (b) provision to elect a Mayor Pro-Tempore (or Mayor Pro Tem) annually by the City Council after the general election.

MOTION: APPOINT KAY WRIGHT AS MAYOR PRO-TEMPORE FOR A TERM THAT EXPIRES IN NOVEMBER 2019.

MOTION MADE: SERKLAND
SECONDED: KELL
APPROVED: UNANIMOUS

- D. Discussion and action regarding the extension of the effective date of the preliminary plat for Crestridge Meadows.**

City Engineer Mark Hill recommended approval of the extension of the effective date of the preliminary plat. Mr. Davis asked if everything was the same and Mr. Hill said the only change was the refinement of the flood plain delineations.

MOTION: APPROVE AN EXTENSION OF THE EFFECTIVE DATE OF THE PRELIMINARY PLAT FOR CRESTRIDGE MEADOWS TO DECEMBER 4, 2018.

MOTION: WRIGHT
SECOND: COOK
APPROVED: UNANIMOUS

- E. Discussion and action regarding Resolution No. 2018-12-03 authorizing the Mayor to execute a Facilities Development for Crestridge Meadows, Phase 1.**

Ms. Dobbs explained that the agreement is presented in connection with the final plat of the Crestridge Meadows Phase 1 Addition. The agreement includes provisions relating to infrastructure installation, offsite infrastructure and sanitary sewer capacity. Ms. Dobbs noted the language for one provision was

still being finalized and recommended approval subject to the satisfaction of the City Engineer and City Attorney.

MOTION: APPROVE RESOLUTION NO. 2018-12-03 AUTHORIZING THE MAYOR TO EXECUTE A FACILITIES DEVELOPMENT AGREEMENT FOR CRESTRIDGE MEADOWS, PHASE 1 SUBJECT TO CITY ENGINEER AND CITY ATTORNEY APPROVAL.

MOTION MADE: DAVIS
SECONDED: KELL
APPROVED: UNANIMOUS

- F. Discussion and action regarding the Final Plat of the Crestridge Meadows, Phase 1 addition on 40.113 acres of land situated in the Drury Anglin Survey, Abstract No. 2 (CCAD Property ID 2773841), south of Bear Creek and east of and in the vicinity of the 1000 block of CR 484, City of Lavon, Collin County, Texas.**

Ms. Dobbs advised that the proposed final plat and construction plans were reviewed by the staff development review committee and the City's consulting engineer and all notes had been resolved.

MOTION: APPROVE THE FINAL PLAT OF THE CRESTRIDGE MEADOWS, PHASE 1 ADDITION ON 40.113 ACRES OF LAND SITUATED IN THE DRURY ANGLIN SURVEY, ABSTRACT NO. 2 (CCAD PROPERTY ID 2773841), SOUTH OF BEAR CREEK AND EAST OF AND IN THE VICINITY OF THE 10700 BLOCK OF CR 484, CITY OF LAVON, COLLIN COUNTY, TEXAS.

MOTION MADE: KELL
SECONDED: DAVIS
APPROVED: UNANIMOUS

- G. Discussion and action regarding the Final Plat of the Highway 205 Tract, Phase 1 on 1.45 acres of land situated as Block A, Lot 1 of the Highway 205 Tract Addition, WAS Bohannan Survey, Abstract No. 121, City of Lavon, Collin County, (CCAD ID 2624070), located on the south side of and in the vicinity of the 900 block of SH 78.**

Ms. Dobbs provided background on the Phase 1 final plat submitted for a single lot in the development and explained that the property is intended to be developed as an O'Reilly's Auto Parts Store as evidenced by the site plan. Ms. Dobbs advised that the development will provide for the extension of public infrastructure systems for water and sanitary sewer and that the proposed final plat and construction plans were reviewed by the staff development review committee and the City's consulting engineer. Ms. Dobbs discussed easements filed by separate instrument in connection with the final plat and recommended acceptance of the easements. City Engineer Mark Hill confirmed that the city staff and city engineer's comments had been satisfied.

MOTION: APPROVE THE FINAL PLAT OF THE HIGHWAY 205 TRACT, PHASE 1 ON 1.45 ACRES OF LAND SITUATED AS BLOCK A, LOT 1 OF THE HIGHWAY 205 TRACT ADDITION, WAS BOHANNAN SURVEY, ABSTRACT NO. 121, CITY OF LAVON, COLLIN COUNTY, (CCAD ID 2624070), LOCATED ON THE SOUTH SIDE OF AND IN THE VICINITY OF THE 900 BLOCK OF SH 78 AND AUTHORIZE ACCEPTANCE OF RELATED EASEMENTS.

MOTION MADE: WRIGHT
SECONDED: SERKLAND
APPROVED: UNANIMOUS

- H. Discussion and action regarding Ordinance No. 2018-12-01 prohibiting the parking of certain commercial vehicles in residentially zoned districts.**

Ms. Dobbs explained that cities may typically restrict the parking of commercial vehicles in residential neighborhoods to protect the public's health and safety and to protect the integrity of residential streets and streetscapes. Chief Jones informed the council that the proposed ordinance would prohibit parking of commercial vehicles with gross vehicle weight of 16,000 pounds or more or commercial trailers of over 20 feet in length in residentially zoned neighborhoods.

MOTION: APPROVE ORDINANCE NO. 2018-12-01 PROHIBITING THE PARKING OF CERTAIN COMMERCIAL VEHICLES IN RESIDENTIALLY ZONED DISTRICTS.

MOTION MADE: WRIGHT
SECONDED: DAVIS
APPROVED: UNANIMOUS

I. Discussion and action regarding a City of Lavon holiday schedule for 2019.

Ms. Dobbs explained that the City of Lavon Personnel Manual provides for seven (7) specific holidays and one floating holiday and that when public safety employees are required to work on a designated holiday they are granted a holiday shift that may be taken on another date. Ms. Dobbs reviewed a survey of five area cities that showed that the City of Lavon had at least two fewer holidays and in most instances four fewer holidays than those cities surveyed. Ms. Dobbs proposed a revision to the Personnel Manual to adopt an updated approved holiday schedule.

MOTION: APPROVE THE HOLIDAY SCHEDULE AS SUBMITTED AND REMOVE THE FLOATING HOLIDAY.

MOTION MADE: DAVIS
SECONDED: COOK
APPROVED: UNANIMOUS

9. STAFF REPORTS

- A. Police Services** – Police Chief Mike Jones provided information and referenced the provided reports regarding traffic stops, calls for service and call breakout information, monthly reserve participation and community relations/crime prevention. Chief Jones provided an update on the now-open Safe Exchange Zone and the Community Camera program. Mayor Sanson commended Chief Jones for his “Avoiding Scams” presentation to the Lavon Area Chamber of Commerce.
- B. Fire Services** – Fire Marshal and Volunteer Fire Chief Jon Scott provided a fire marshal report, EMS run report and LVFD call report, membership and equipment report and ERS update. Mr. Scott presented the EMS First Responder Registration as a Texas Emergency Medical Services First Responder Organization and recognized the efforts of Captain Danny Anthony for his efforts to achieve this distinction for the LVFD.
- C. Public Works** – Director of Public Works Sonny Mancias provided a report regarding general public works and street maintenance including mowing and trash collection and the sewer plant expansion. Mr. Mancias also informed the council of recent sidewalk repairs and the pending sidewalk repair program.
- D. Administration** – Ms. Dobbs directed the Council to reports provided in the meeting packet regarding the Financial Outlooks; Building Permits Report; CWD Recycling Reports; Collin County Monthly Tax Collection Report, Sales Tax Report, MSRB Rule G-10 Report – Heritage PID No. 1; Heritage PID #1 Advisor – Annual Disclosure; Heritage PID #1 – Arbitrage Compliance Report; and Atmos Energy Corp., Mid-Tex Division – Statement of Rider GCR.

10. CITY COUNCIL TO SET FUTURE MEETINGS AND AGENDAS.

- December 18, 2018 and January 1, 2019 regular meetings will be cancelled.

11. MAYOR SANSON ADJOURNED THE CITY COUNCIL MEETING AT 8:17 P.M.

DULY PASSED and APPROVED by the City Council of Lavon, Texas, on this 15th day of January, 2019

ATTEST:



Kim Dobbs, City Administrator/City Secretary



Vicki Sanson, Mayor

