



**MINUTES  
MARCH 2, 2021  
LAVON CITY COUNCIL  
REGULAR MEETING  
7:00 PM  
TELEPHONIC MEETING**

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ATTENDING: VICKI SANSON, MAYOR  
                  JOHN KELL, PLACE 1  
                  MIKE COOK, PLACE 2  
                  KAY WRIGHT, MAYOR PRO TEM, PLACE 3  
                  TED DILL, PLACE 4  
ABSENT:      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 OBSERVED A MOMENT OF SILENCE.**

**3. RECOGNITION OF PUBLIC WORKS AND POLICE AND FIRE FIRST RESPONDERS**

Mayor Sanson recognized the Public Works, Police and Fire First Responders along with Bear Creek Special Utility District for exemplary work during Winter Storm Uri.

**4. CITIZENS COMMENTS**

There were none.

**5. ITEMS OF INTEREST/COMMUNICATIONS**

**6. CONSENT AGENDA**

**A. Approve the minutes of the February 2, 2021 meeting.**

**B. Approve the minutes of the February 18, 2021 meeting.**

**C. Receive Quarterly Investment Report.**

**MOTION: APPROVE THE CONSENT AGENDA.**

MOTION MADE: WRIGHT

SECONDED: COOK

APPROVED: UNANIMOUS (Absent: Serkland)

**7. ITEMS FOR CONSIDERATION**

**A. Public hearing, discussion, and action regarding the application of Aaron Story for a conditional use permit to construct a 400 sq ft accessory structure – pool cabana that is one more accessory structure than permitted at 495 Meadow View Dr., Block A, Lot 1, Lakeridge Meadows, (CCAD Property ID 2092027), Lavon, TX.**

**Presentation of request.**

City Administrator Kim Dobbs provided information regarding the application. The applicant provided information regarding the existing accessory structures, the proposed use of the new structure and their preference to not have the building attached to the main structure. Ms. Dobbs noted that 6 neighbors notices were mailed with two notices returned in favor of and none in opposition to the request. Mr. Story answered questions.

**PUBLIC HEARING, to receive comments regarding the request.**

Mayor Sanson opened the public hearing at 7:12 p.m. and invited comments for or against the proposed conditional use permit. There being no comments, Mayor Sanson closed the hearing at 7:13 p.m.

**Discussion and action regarding the request and accompanying ordinance.**

Ms. Dobbs clarified that the proposed pool house is one more detached accessory structure than is permitted and noted that together the existing and proposed structures combined total area is less square footage than permitted.

**MOTION: APPROVE THE APPLICATION OF AARON STORY FOR A CONDITIONAL USE PERMIT TO CONSTRUCT A 400 SQ FT ACCESSORY STRUCTURE – POOL CABANA THAT IS ONE MORE DETACHED ACCESSORY STRUCTURE THAN PERMITTED AT 495 MEADOW VIEW DR., BLOCK A, LOT 1, LAKERIDGE MEADOWS, (CCAD PROPERTY ID 2092027), LAVON, TX AND APPROVE THE ACCOMPANYING ORDINANCE.**

MOTION MADE: WRIGHT

SECONDED: DILL

APPROVED: UNANIMOUS (Absent: Serkland)

- B. Public Hearing, discussion, and action regarding an application for a zoning change from Single Family - 2 (SF-2) to Main Street (M) zoning district on 1 acre at 616 S. Main St., Drury Anglin Survey, Abstract No. 2, Tract 80, (CCAD Property ID 1250041), Lavon, Texas, requested by Michael Bass.**

**Presentation of request.**

Ms. Dobbs provided information regarding the application for a zoning change from Single Family - 2 (SF-2) to Main Street (M). The applicant provided information about the proposed application. Linda Jangula, Power of Attorney for Mr. Bass, 780 Lake Shadow, stated that there are two (2) possible businesses interested in moving to the property.

**PUBLIC HEARING, to receive comments regarding the request.**

Mayor Sanson opened the public hearing at 7:21 p.m. and invited comments for or against the proposed conditional use permit. Pam Mundo, Executive Director of the Lavon Economic Development Corporation (LEDC), spoke in favor of the request. Ms. Mundo commented on the LEDC vision for the opportunities along Main Street. Mayor Sanson closed the hearing at 7:23 p.m.

**Discussion and action regarding the request and accompanying ordinance.**

Ms. Dobbs answered questions and confirmed that the zoning change would not relieve a user from compliance with appropriate building codes and regulations.

**MOTION: APPROVE THE APPLICATION FOR A ZONING CHANGE FROM SINGLE FAMILY - 2 (SF-2) TO MAIN STREET (M) ZONING DISTRICT ON 1 ACRE AT 616 S. MAIN ST., DRURY ANGLIN SURVEY, ABSTRACT NO. 2, TRACT 80, (CCAD PROPERTY ID 1250041), LAVON, TEXAS, REQUESTED BY MICHAEL BASS AND APPROVE THE ACCOMPANYING ORDINANCE.**

MOTION MADE: KELL

SECONDED: WRIGHT

APPROVED: UNANIMOUS (Absent: Serkland)

- C. Public hearing, discussion, and action regarding a request to amend Ordinance No. 2017-09-01 that established the Lavon Farms Planned Development to regulate the placement of rear yard fences.**

**Presentation of request.**

Ms. Dobbs provided information regarding the request to amend the Ordinance.

**PUBLIC HEARING, to receive comments regarding the request and accompanying ordinance.**

Mayor Sanson opened the public hearing at 7:27 p.m. and invited comments for or against the proposed amendment to the Ordinance. There being no comments, Mayor Sanson closed the public hearing at 7:28 p.m.

**Discussion and action regarding the request.**

**MOTION: APPROVE AN ORDINANCE TO AMEND ORDINANCE NO. 2017-09-01 THAT ESTABLISHED THE LAVON FARMS PLANNED DEVELOPMENT TO REGULATE THE PLACEMENT OF REAR YARD FENCES.**

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

- D. Public hearing, discussion, and action regarding the application of William Sorrells on behalf of the Lavon Church of Christ for a variance to Section 4.05.009 Prohibited Signs of the Code of Ordinances, Subsection (13) to permit an off-premises sign on property situated southwest of the intersection of SH 78 and Lake Road/CR 486. Lavon, Texas.**

**Presentation of request.**

Ms. Dobbs provided information regarding the request. Bill Chambers, Lavon Church of Christ, provided history and information regarding the proposed sign.

**PUBLIC HEARING, to receive comments regarding the request.**

Mayor Sanson opened the public hearing at 7:33 p.m. and invited comments for or against the proposed amendment to the Ordinance. There being no comments, Mayor Sanson closed the public hearing at 7:34 p.m.

**Discussion and action regarding the request.**

**MOTION: APPROVE THE APPLICATION OF WILLIAM SORRELLS ON BEHALF OF THE LAVON CHURCH OF CHRIST FOR A VARIANCE TO SECTION 4.05.009 PROHIBITED SIGNS OF THE CODE OF ORDINANCES, SUBSECTION (13) TO PERMIT AN OFF-PREMISES SIGN ON PROPERTY SITUATED SOUTHWEST OF THE INTERSECTION OF SH 78 AND LAKE ROAD/CR 486. LAVON, TEXAS.**

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

- E. Receive presentation and discussion regarding a proposed 212-acre mixed use development located in the extraterritorial jurisdiction of the City, situated south of Crestridge Meadows and Bear Creek, Phases 3, 4, and 5, west of Meadowcreek Estates and generally bounded on the west by CR 484 and on the south and east by CR 483 - requested by Meritage Homes.**

Ms. Dobbs provided information regarding the location of the proposed mixed-use development. Matt Pagoria, Vice President Land Acquisition, Meritage Homes provided information and answered questions regarding the proposed development. Mr. Pagoria stated that the developer would seek a public improvement district for the project. No action was taken

- F. Presentation and discussion of the 2020 Lavon Economic Development Corporation Annual Report and Strategic Plan. (Item deferred)**

- G. Discussion and action regarding acceptance of the Moore Lane Paving/Drainage (CIP-2) Construction Project.**

Mark Hill, Freeman Millican LLC., presented information to the council regarding the completion of (CIP-2) Moore Lane Paving/Drainage and recommended acceptance.

**MOTION: ACCEPT THE MOORE LANE PAVING/DRAINAGE (CIP-2) CONSTRUCTION PROJECT.**

MOTION MADE: KELL

SECONDED: WRIGHT  
APPROVED: UNANIMOUS (Absent: Serkland)

## 8. EXECUTIVE SESSION

At 7:59 p.m., in accordance with Texas Government Code, Chapter 551, Subchapter D, the City Council recessed into the City Council recessed into Executive Session (closed meeting) pursuant to (i) Section 551.072 to deliberate the purchase, exchange, lease, or value of real property and (ii) Section 551.071 (2) Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act regarding an agreement for the provision of municipal services in an unincorporated area.

## 9. RECONVENE INTO REGULAR SESSION

In accordance with Texas Government Code, Section 551.001, et seq., Mayor Sanson reconvened the meeting at 8:39 p.m. and stated that no action was taken in executive session

## 7. ITEMS FOR CONSIDERATION resumed

### F. Presentation and discussion of the 2020 Lavon Economic Development Corporation Annual Report and Strategic Plan.

Pam Mundo, Executive Director, presented the 2020 Lavon Economic Development Corporation Annual Report and Strategic Plan.

### H. Discussion and action regarding possible participation in the FEMA Public Assistance Program for Winter Storm Uri DR-4586 and appointment of a Selection Review Committee to perform procurement of professional grant administration services related thereto.

Ms. Dobbs provided information regarding the process for applying for grants in regard to Winter Storm Uri DR-4586 and the benefit of engaging a firm that specializes in grant writing and administration services.

**MOTION: AUTHORIZE THE REQUEST FOR QUALIFICATIONS PROCESS FOR GRANT ADMINISTRATION SERVICES AND APPOINT THE MAYOR, MAYOR PRO TEM, AND CITY ADMINISTRATOR AS THE SELECTION REVIEW COMMITTEE.**

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

### I. Presentation, discussion, and action regarding the possible proposed purchase of fire apparatus.

Ms. Dobbs and Fire Chief Danny Anthony presented information regarding the proposed purchase of fire apparatus and related building and staffing matters. The City Council authorized the staff to provide a letter of intent for the purchase of an S4859 Spartan 105' Quint and further directed the staff to move forward with the investigation of the purchase of a fully-equipped Quint, a brush truck, related building modifications to the fire station, police station, and public works facilities, and staffing options.

**MOTION: AUTHORIZE CITY STAFF TO NOTIFY METRO FIRE OF THE INTENTION TO PURCHASE A FIRE APPARATUS AND PURSUE OPTIONS AND ACTIONS RELATED TO ASSOCIATED BUILDING EXPANSION AND STAFFING MATTERS.**

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

### J. Discussion and action regarding an update to the Personnel Policies and Procedures.

Ms. Dobbs recapped the development and review of the proposed updates to the Personnel Policies and Procedures, noting the information was distributed in March 2020. Ms. Dobbs reviewed an additional section relating to internet security.

**MOTION: APPROVE THE PERSONNEL POLICIES AND PROCEDURES AS PROPOSED AND AUTHORIZE THE CITY ADMINISTRATOR TO AMEND THE POLICIES AND PROCEDURES AS NEEDED.**

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

**K. Discussion and action regarding orders and regulations, programming, city facilities and operations related to COVID-19.**

Ms. Dobbs updated the Council on Governors Executive Order GA-34. Ms. Dobbs added that free drive-up mobile testing will be held at City Hall on March 13 and March 16 from 9:00 a.m. and 12:00 p.m. The Council directed staff to cancel Breakfast with the Bunny and focus on Camp 9-1-1 for the 2021 year.

**8. EXECUTIVE SESSION**

At 9:55 p.m., in accordance with Texas Government Code, Chapter 551, Subchapter D, the City Council recessed into Executive Session (closed meeting) pursuant to (i) Section 551.072 to deliberate the purchase, exchange, lease, or value of real property and (ii) Section 551.071 (2) Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act regarding an agreement for the provision of municipal services in an unincorporated area.

**9. RECONVENE INTO REGULAR SESSION**

In accordance with Texas Government Code, Section 551.001, et seq., Mayor Sanson reconvened the meeting at 10:09 p.m. and stated that no action was taken in executive session.

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

March 16, 2021 – Regular Meeting  
Schedule Ribbon-cutting – Moore Lane

**11. MAYOR SANSON ADJOURNED THE CITY COUNCIL MEETING AT 10:12P.M.**

**DULY PASSED and APPROVED** by the City Council of Lavon, Texas, on this 16<sup>th</sup> day of March 2021.



Vicki Sanson  
Mayor

**ATTEST:**



Rae Norton  
City Secretary

