



**MINUTES
MARCH 16, 2021
LAVON CITY COUNCIL
REGULAR MEETING
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
TED DILL, 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 OBSERVED A MOMENT OF SILENCE.

3. SPECIAL RECOGNITION

Police Chief Mike Jones recognized Lavon Peace Office of the Year, Investigator Lucy Spencer and Reserve Peace Officer, Sergeant Sarah Farwell.

4. PROCLAMATION

Mayor Sanson delivered a proclamation honoring "Women's History Month".

5. CITIZENS COMMENTS

There were no citizens comments.

6. ITEMS OF INTEREST/COMMUNICATIONS

Carter Blood Care mobile donation unit may possibly have donation site at City Hall quarterly.

7. CONSENT AGENDA

A. Approve the minutes of the March 2, 2021 meeting.

B. Approve Resolution No. 2021-03-01 approving and authorizing the Mayor to execute a professional services reimbursement agreement with Meritage Homes of Texas, LLC.

C. Authorize pursuit of Request for Qualifications for Project Management Services for a possible design build construction project of the public safety facilities.

MOTION: APPROVE THE CONSENT AGENDA.

MOTION MADE: WRIGHT

SECONDED: KELL

APPROVED: UNANIMOUS

8. ITEMS FOR CONSIDERATION

A. Discussion and action regarding Resolution No. 2021-03-02 approving and authorizing the Mayor to execute a professional services agreement with Kimley-Horn and Associates for professional planning services associated with the preparation of a Parks and Recreation Master Plan not to exceed \$30,000.

City Administrator Kim Dobbs provided information regarding the 2019 Community Vision Assessment and Strategic Plan notes and the related preparation of a Parks and Recreation Master Plan. Ms. Dobbs reported that the Parks and Recreation Board received the Kimley-Horn presentation and unanimously voted to recommend that the Council engage the firm to prepare the plan.

MOTION: APPROVE RESOLUTION NO. 2021-03-02 APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES FOR PROFESSIONAL PLANNING SERVICES ASSOCIATED WITH THE PREPARATION OF A PARKS AND RECREATION MASTER PLAN NOT TO EXCEED \$30,000.

MOTION MADE: KELL
SECONDED: DILL
APPROVED: UNANIMOUS

B. Presentation of and discussion regarding the City of Lavon Annual Review by Nicole Roemer, Municipal Coordinator, Community Waste Disposal (CWD).

Ms. Kim Dobbs introduced Nicole Roemer, Community Waste Disposal, who presented the annual report.

C. Discussion and action regarding the recommendation of the Selection Review Committee to award by Resolution No. 2021-03-03 a grant writer/administrator to assist the City of Lavon in its application and administration of a contract, if awarded, from the Federal Emergency Management Agency (FEMA) Public Assistance (PA) Program for DR-4586 February Winter Weather.

Ms. Dobbs provided information regarding the RFP process, proposals received and the limited timeframe the city has to file the grant-related forms.

MOTION: APPROVE RESOLUTION NO. 2021-03-03 TO AWARD TRAYLOR AND ASSOCIATES AS GRANT WRITER/ADMINISTRATOR TO ASSIST THE CITY OF LAVON IN ITS APPLICATION AND ADMINISTRATION OF A CONTRACT, IF AWARDED, FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) PUBLIC ASSISTANCE (PA) PROGRAM FOR DR-4586 FEBRUARY WINTER WEATHER.

MOTION MADE: SERKLAND
SECONDED: DILL
APPROVED: UNANIMOUS

D. Discussion and action regarding acceptance of the public infrastructure for the Bear Creek, Phase 3 Addition.

Ms. Dobbs and City Engineer Mark Hill provided information regarding the project and recommended approval.

MOTION: ACCEPT THE PUBLIC INFRASTRUCTURE FOR THE BEAR CREEK, PHASE 3 ADDITION.

MOTION MADE: WRIGHT
SECONDED: KELL
APPROVED: UNANIMOUS

E. Discussion and action regarding acceptance of the Wolf Run Ditch Improvements (CIP-8) Construction Project.

Ms. Dobbs and City Engineer Mark Hill provided information regarding the project and recommended approval.

MOTION: ACCEPT THE WOLF RUN DITCH IMPROVMENTS (CIP-8) CONSTRUCTION PROJECT.

MOTION MADE: SERKLAND
SECONDED: KELL
APPROVED: UNANIMOUS

F. Discussion and action regarding approval of Task Order #7 with Freeman-Millican, Inc. pursuant to Resolution No. 2018-06-01 for professional engineering services for the design and

preparation of bid documents, construction plans and administration for drainage improvements along North Geren and Windmill (CIP-3), not to exceed \$52,800.

Ms. Dobbs presented information regarding a drainage improvements program along North Geren and Windmill (CIP -3). Mr. Hill detailed the expanded scope of the program.

MOTION: APPROVE TASK ORDER #7 WITH FREEMAN-MILLICAN, INC. PURSUANT TO RESOLUTION NO. 2018-06-01 FOR PROFESSIONAL ENGINEERING SERVICES FOR THE DESIGN AND PREPARATION OF BID DOCUMENTS, CONSTRUCTION PLANS AND ADMINISTRATION FOR DRAINAGE IMPROVEMENTS ALONG NORTH GEREN AND WINDMILL (CIP-3), NOT TO EXCEED \$52,800.

MOTION MADE: WRIGHT
SECONDED: DILL
APPROVED: UNANIMOUS

G. Discussion and action regarding Resolution No. 2021-03-04 approving and authorizing the Mayor to execute an Interlocal Cooperation Agreement with the City of Nevada for Infrastructure Construction Inspection Services.

Ms. Dobbs stated that Phase 1 and 2 of the Elevation Addition are situated in extraterritorial jurisdictions (ETJ) of both Lavon and the City of Nevada and acknowledged that pursuant to state law and agreements with Collin County, the cities have authority to enforce subdivision regulations in their respective ETJ. Ms. Dobbs explained that a function of the subdivision regulations includes the inspection of public infrastructure construction and that she had spoken with the city attorney for the City of Nevada who indicated an interest in working together on the inspections.

MOTION: APPROVE RESOLUTION NO. 2021-03-04 APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE AN INTERLOCAL COOPERATION AGREEMENT WITH THE CITY OF NEVADA FOR INFRASTRUCTURE CONSTRUCTION INSPECTION SERVICES.

MOTION MADE: KELL
SECONDED: WRIGHT
APPROVED: UNANIMOUS

H. Discussion action regarding Resolution No. 2021-03-05 approving and authorizing the Mayor to execute a Vendor Services Agreement with The Roll Steady, L.L.C. for creation and retention of video content for the Lavon Volunteer Fire Department.

Ms. Dobbs reviewed the agreement with The Roll Steady, L.L.C., to provide and videotape specific hands-on training exercises for the Fire Department.

MOTION: APPROVE RESOLUTION NO. 2021-03-05 APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE A VENDOR SERVICES AGREEMENT WITH THE ROLL STEADY, L.L.C. FOR CREATION AND RETENTION OF VIDEO CONTENT FOR THE LAVON VOLUNTEER FIRE DEPARTMENT.

MOTION MADE: SERKLAND
SECONDED: WRIGHT
APPROVED: UNANIMOUS

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

Ms. Dobbs reviewed recent COVID-19 related information. Ms. Dobbs and introduced city attorney Jon Lawson, who presented information regarding the American Rescue Plan Act of 2021.

J. Discussion and action regarding Board and Commission appointments – Parks and Recreation Board.

Ms. Dobbs provided information regarding open positions.

MOTION: APPOINT BRADLEY TIEGS TO THE ALTERNATE SEAT ON THE PARKS AND RECREATION BOARD.

MOTION MADE: WRIGHT
SECONDED: SERKLAND
APPROVED: UNANIMOUS

K. Discussion and action regarding the provision of police service to the City of Nevada pursuant to an interlocal cooperation agreement.

The item was deferred to after the executive session.

9. DEPARTMENT REPORTS

- A. Police Services** – Information was provided regarding traffic stops, calls for service and call breakout information. Chief Jones commended Officer Emily Flohr for outstanding work and advised that he and Lieutenant Myers had been invited to teach classes at the Eastfield College Police Academy.
- B. Fire Services** – Chief Danny Anthony provided information and referenced the call service report, equipment report, and training.
- C. Public Works** – David Carter provided general information regarding public works, street maintenance including mowing and trash collection, and the code enforcement.
- D. Administration** – Ms. Dobbs directed the Council to reports in the meeting packet regarding the Building Permits Report; CWD Recycling Report; Collin County Monthly Tax Collection Report, Sales Tax Report, Comprehensive Plan Update Report; TxDOT SH 205 Report; and general staff reports.

10. EXECUTIVE SESSION

At 9:23 p.m., in accordance with Texas Government Code, Chapter 551, Subchapter D, the City Council recessed into Executive Session (closed meeting) pursuant to 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 police services.

11. RECONVENE INTO REGULAR SESSION

In accordance with Texas Government Code, Section 551.001, et seq., Mayor Sanson reconvened the meeting at 9:56 p.m. and stated that no action was taken in executive session.8.

12. RETURN TO ITEMS FOR CONSIDERATION

K. Discussion and action regarding the provision of police service to the City of Nevada pursuant to an interlocal cooperation agreement.

No action was taken.

13. CITY COUNCIL TO SET FUTURE MEETINGS AND AGENDAS.

- April 6, 2021 Regular Council Meeting at 6 p.m. to be conducted telephonically.

14. MAYOR SANSON ADJOURNED THE CITY COUNCIL MEETING AT 10:01 P.M.

DULY PASSED and APPROVED by the City Council of Lavon, Texas, on this 6th day of April 2021.

ATTEST:



Rae Norton, City Secretary



Vicki Sanson, Mayor

