



MINUTES
JULY 16, 2024
LAVON CITY COUNCIL
CITY HALL, 120 SCHOOL ROAD, LAVON, TEXAS
REGULAR MEETING

ATTENDING: VICKI SANSON, MAYOR
MIKE SHEPARD, PLACE 1
MIKE COOK, PLACE 2, MAYOR PRO TEM
KAY WRIGHT, PLACE 3
LINDSEY HEDGE, PLACE 5
ABSENT: TED DILL, PLACE 4

1. MAYOR SANSON CALLED THE MEETING TO ORDER AT 5:45 P.M. AND ANNOUNCED A QUORUM PRESENT.

Mayor Sanson recessed the meeting at 5:45 p.m. for a brief off-site tour regarding capital improvement projects. Mayor Sanson resumed the meeting at 6:47 p.m.

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

3. WORK SESSION - BUDGET

City Manager Kim Dobbs, lead a discussion regarding regulatory requirements, financial status current year, budget calendar, anticipated commitments, departmental service levels and requests, tax rate, fee schedule, Capital Improvements Plan (CIP) updates, fiscal year (FY) 2023-24 projections, and proposed revenues and expenditures for FY 2024-25. The discussion focused on the Capital Improvements Plan (CIP) and related operational program expenditures.

4. ITEMS OF INTEREST/COMMUNICATIONS

- Bicycle Rodeo on July 25, 2024
- Bear Creek Walking Bridge ribbon-cutting 8/6/2024 at 5:30 p.m.
- Citywide Central Block Party October 1, 2024 6pm-8pm at City Hall
- Last day to file for a Place on the November 5, 2024 General Election Ballot, August 19, 2024 at 5 p.m.

5. CITIZENS COMMENTS

There were no citizen comments.

6. CONSENT AGENDA

A. Approve the minutes of the July 2, 2024, meeting.

MOTION: APPROVE THE CONSENT AGENDA.

MOTION MADE: WRIGHT

SECONDED: HEDGE

APPROVED: UNANIMOUS (Absent, Dill)

7. ITEMS FOR CONSIDERATION

A. Discussion, and action regarding Ordinance No. 2024-07-02 to amend the fee schedule adopted by Ordinance No. 2023-08-10 for the Fiscal Year October 1, 2023 through September 30, 2024, as amended, to add fire sprinkler permit and inspection fees for commercial and multi-family permits.

Ms. Dobbs provided information regarding the amendment to add fire sprinkler permit and inspection fees for commercial and multi-family projects to the fee schedule.

MOTION: APPROVE ORDINANCE NO. 2024-07-02 TO AMEND THE FEE SCHEDULE ADOPTED BY ORDINANCE NO. 2023-08-10 FOR THE FISCAL YEAR OCTOBER 1, 2023 THROUGH SEPTEMBER 30, 2024, AS AMENDED, TO ADD FIRE SPRINKLER PERMIT AND INSPECTION FEES FOR COMMERCIAL AND MULTI-FAMILY PERMITS.

MOTION MADE: COOK
SECONDED: HEDGE
APPROVED: UNANIMOUS (Absent, Dill)

B. Discussion, and action regarding a request for city participation in an expansion opportunity for the City's sanitary sewer system in the vicinity of Main Street and Lake Road.

Ms. Dobbs detailed the request and Mark Hill, Freeman Millican, Inc. provided information regarding logistics. While the consensus expressed by the City Council was generally of support, the City Council stated that additional information and specific cost estimates were necessary in order for a firm determination to be made. No action was taken.

C. Discussion and action regarding personnel policies and procedures and payroll procedures relating to the administration and use of compensatory time.

Ms. Dobbs provided information regarding payroll policies relating to compensatory or comp time and overtime. A proposal to discontinue the use of comp time in favor of overtime to address the current hiring and retention climate was presented and discussed. If approved, as with comp time, department directors would be responsible for approving and monitoring overtime and additionally each department would have an Overtime account line for further transparency and internal control.

MOTION: DISCONTINUE THE USE OF COMPENSATORY TIME AND UTILIZE OVERTIME PAY AS APPROPRIATE.

MOTION MADE: SHEPARD
SECONDED: WRIGHT
APPROVED: UNANIMOUS (Absent, Dill)

8. DEPARTMENT REPORTS


- A. Police Services** – Chief Mike Jones provided information regarding reports, programs, and referenced information provided in the meeting packet.
- B. Fire Services** – Fire Chief Danny Anthony referenced the reports in the meeting packet and answered questions.
- C. Public Works** – Director of Public Works David Carter provided general information regarding the public works operations.
- D. Administration** – Ms. Dobbs referenced reports in the meeting packet including building permits; CWD service; Collin County tax collection; sales tax; finance report; TxDOT projects report; and administration and staff report.

9. SET FUTURE MEETINGS AND AGENDA

July 30, 2024 – special meeting – Budget Work Session and review of proposed tax rate
August 6, 2024 – 6:30 pm Regular Meeting - Budget Public Hearing

12. MAYOR SANSON ADJOURNED THE CITY COUNCIL MEETING AT 8:13 P.M.

DULY PASSED and APPROVED by the City Council of Layon, Texas, on this 30th day of July 2024.


Vicki Sanson, Mayor



ATTEST:


Rae Norton, City Secretary