

**SPECIAL TOWN COUNCIL
MEETING MINUTES
December 17, 2014**

The Town Council met in special session on Wednesday, December 17, 2014 at 5:00 p.m. at 1200 Stacy Road, Fairview, Texas. Those present were Mayor Pro Tem Henry Lessner; Council Members John Adler, Frank O'Reilly, Paul Hendricks, Ron Samuels and Renee Powell; Town Manager, Julie Couch; Assistant to the Town Manager, Adam Wilbourn; Chief Financial Officer, Jason Weeks; Planning Manager, Ken Schmidt; Town Engineer, James Chancellor; Police Chief, Granver Tolliver; Fire Chief, Dick Price; Assistant Fire Chief/Fire Marshal, Jeff Bell; and Town Secretary/Public Relations Coordinator, Caitlin Scalley. Mayor Culbertson was absent.

Mayor Pro Tem Lessner called the meeting to order at 5:00 p.m. and declared a quorum was present.

The Town Council took a walking tour of Fire Station #2 led by Chief Price. The council had a discussion regarding current and future needs related to town facilities.

Mayor Pro Tem Lessner adjourned the meeting at 5:33 p.m.

The Town Council met in special session on Wednesday, December 17, 2014 at 5:45 p.m. at 500 S State Highway 5, Fairview, Texas. Those present were Mayor Pro Tem Henry Lessner; Council Members John Adler, Frank O'Reilly, Paul Hendricks, Ron Samuels and Renee Powell; Town Manager, Julie Couch; Assistant to the Town Manager, Adam Wilbourn; Chief Financial Officer, Jason Weeks; Planning Manager, Ken Schmidt; Town Engineer, James Chancellor; Police Chief, Granver Tolliver; Fire Chief, Dick Price; Assistant Fire Chief/Fire Marshal, Jeff Bell; Public Works Manager, Aron Holmgren; and Town Secretary/Public Relations Coordinator, Caitlin Scalley. Mayor Culbertson was absent.

Mayor Pro Tem Lessner called the meeting to order at 5:45 p.m. and declared a quorum was present.

The Town Council took a walking tour of Fire Station #1/Public Works led by Chief Price and Mr. Holmgren. The council had a discussion regarding current and future needs of each department related to town facilities.

Mayor Pro Tem Lessner adjourned the meeting at 6:15 p.m.

The Town Council met in special session on Wednesday, December 17, 2014 at 6:20 p.m. at 372 Town Place, Fairview, Texas. Those present were Mayor Pro Tem Henry Lessner; Council Members John Adler, Frank O'Reilly, Paul Hendricks, Ron Samuels and Renee Powell; Town

Manager, Julie Couch; Assistant to the Town Manager, Adam Wilbourn; Chief Financial Officer, Jason Weeks; Planning Manager, Ken Schmidt; Town Engineer, James Chancellor; Police Chief, Granver Tolliver; Fire Chief, Dick Price; Assistant Fire Chief/Fire Marshal, Jeff Bell; Public Works Manager, Aron Holmgren; and Town Secretary/Public Relations Coordinator, Caitlin Scalley. Mayor Culbertson was absent.

Mayor Pro Tem Lessner called the meeting to order at 6:20 p.m. and declared a quorum was present.

The Town Council took a walking tour of Town Hall led by Mr. Weeks, Chief Tolliver and Mrs. Couch. The council had a discussion regarding current and future needs of each department related to town facilities.

BRINKLEY SARGENT ARCHITECTS PRESENTATION: Receive a presentation from Brinkley Sargent Architects and continue a discussion with town staff and consultants regarding the Town of Fairview Future Facilities Planning Study, and take any necessary action.

Mrs. Couch stated the purpose of the work session was to discuss future facilities in terms of anticipated buildout. She stated the council should discuss the presented projections related to staffing, square footage and the location(s) of future facilities.

The council had a discussion regarding the staffing projections for the fire department, including community comparisons and scenarios for buildout based on the types of facilities built in the Commercial Planned Development District (CPDD).

The council had a discussion regarding the staffing projections for the police department. Chief Tolliver reviewed the projections, indicating that should certain specialized positions be needed in the future, depending on how development occurs, the numbers might need to increase.

The council had a discussion regarding the desired location of the Public Works facility. Mr. Holmgren reviewed an analysis that looked at work loads and projected expenses based on alternate locations for a future facility.

The council agreed the presented staffing projections were reasonable for all departments.

Hal Sargent and Gina Irwin of Brinkley Sargent Architects (BSA) gave a presentation highlighting the proposed phases for Town Hall and the Police Department. Ms. Irwin presented the proposed Public Works facility and Fire Station, including square footage projections.

The council had a discussion regarding removing the police station from Town Hall due to public access concerns.

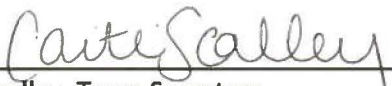
The council had a discussion regarding potential site locations.

Mrs. Couch stated staff would meet with the consultants to determine viable options based on the Town Council's discussions during the work session. She stated the next facilities planning meeting would take place in January at a date to be determined.

No action was taken.

Mayor Pro Tem adjourned the meeting at 10:10 p.m.


DARION CULBERTSON, MAYOR

ATTEST: 
Caitlin Scalley, Town Secretary

