TOWN COUNCIL
MEETING MINUTES
January 6, 2015

The Town Council met in regular session on Tuesday, January 6, 2015 at 6:30 p.m. at 372 Town Place, Fairview, Texas. Those present were Mayor Darion Culbertson; Council Members Henry Lessner, John Adler, Frank O'Reilly, Paul Hendricks, Ron Samuels and Renee Powell; Town Manager, Julie Couch; Assistant to the Town Manager, Adam Wilbourn; Planning Manager, Ken Schmidt; Town Engineer, James Chancellor; Fire Chief, Dick Price; Assistant Fire Chief/Fire Marshal, Jeff Bell; Town Attorney, Clark McCoy; and Town Secretary/Public Relations Coordinator, Caitlin Scalley.

Mayor Culbertson called the meeting to order at 6:30 p.m. and declared a quorum was present.

The council then adjourned into executive session at 6:31 p.m. to consult with legal counsel regarding the CPDD, Comprehensive Plan, zoning ordinance implementation, town property and construction issues. The council discussed economic development negotiations and personnel issues.

Mayor Culbertson reconvened back into regular session at 7:48 p.m. and invited everyone to stand for the Pledge of Allegiance. Reverend Roland Boyce led the invocation.

Mayor Culbertson stated the council will take action on an item listed under the executive session pertaining to personnel. Councilmember Samuels made a motion to appoint Linda Mulkey to the Special Events Committee. Councilmember Lessner seconded the motion, and the motion was unanimously approved.

CONSENT AGENDA:

All items listed under the consent agenda are considered routine and will be acted on by one motion, with no separate discussion of these items. If discussion is desired, an item may be removed from the consent agenda and be considered separately. A) Approve minutes of the December 2, 2014 regular council meeting. B) Approve minutes of the December 8, 2014 special council meeting. C) Approve minutes of the December 17, 2014 special council meetings. D) Approve a resolution approving the town's investment policy. E) Approve an Amending Plat for Lot 5, Block B, Oakwood Estates Phase III subdivision to move a drainage easement line. F) Approve an Amending Plat for Lot 1A, Block A, Stacy Road Church Addition.

Councilmember Lessner requested items A and C be removed from the consent agenda. Councilmember O'Reilly requested item C be removed, as well. Councilmember Powell made a motion to approve items B, D, E and F on the consent agenda. Councilmember Hendricks seconded the motion, and the motion was unanimously approved.

Councilmember Lessner stated the motion pertaining to ZA2014-15 in item A needed to be verified as the council amended the motion during the December 2, 2014 council meeting. The motion was verified and no changes were made pertaining to the motion. Councilmember

O'Reilly requested language be added to item A to reflect a discussion pertaining to exploring alternative points of access in order to reduce additional traffic on Stoddard Road. Councilmember Lessner made a motion to approve item A with the requested revision. Councilmember Powell seconded the motion, and the motion was unanimously approved.

Councilmember O'Reilly stated several topics were not reflected in item C. Mrs. Couch stated the December 17, 2014 meeting was a work session to encourage the free-flow of ideas, and the minutes are a summary of the meeting. Councilmember O'Reilly stated he was satisfied with the summary of the discussions and no revisions were needed. Councilmember Hendricks made a motion to approve item C. Councilmember O'Reilly seconded the motion, and the motion was unanimously approved.

FACILITIES AGREEMENT WITH DD FAIRVIEW II LLC: Discuss and consider a request to execute a facilities agreement with DD Fairview II LLC regarding the construction of public open space improvements for a proposed multi-family residential development that is generally located west of SH 5 and north of Meandering Way, and take any necessary action.

Mayor Culbertson stated the facilities agreement was not in its final form and no discussion would take place. No action was taken.

FINAL PLAT – TXMORROW CONSTRUCTION: Discuss and consider a request by TxMorrow Construction to approve a Final Plat for a proposed multi-family residential development on a 24.40± acre tract of land that is zoned Commercial Planned Development (CPDD) District, Urban Village Sub-District, and is generally located west of SH 5 and north of Meandering Way, and take any necessary action. **(FP2014-04)**

Mayor Culbertson stated the Final Plat was not in its final form and no discussion would take place. No action was taken.

FEDERAL TAX CREDIT PROGRAM – ANTHEM BUILDERS: Hear presentation, discuss and consider a request from Anthem Builders regarding a proposed veteran focused townhome project, Warrington Station, to be funded through the federal tax credit program, and take any necessary action.

Megan Lasch, on behalf of Anthem Builders, gave a presentation regarding a proposed veteran focused townhome project. She stated the goal is to serve veterans, and the development is designed to assist working class individuals in saving money. She stated the tax credit financing program that will be utilized for this project will make the housing affordable. Ms. Lasch gave an overview of the steps needed to move forward with the project. She stated a resolution of support from the Town Council is needed in order to be successful in the regional funding process. She stated the projected project completion date is March 2017.

The council had a discussion regarding efforts to attract veterans to the development. Ms. Lasch stated the development would not be able to deny qualifying families, but the development is able to give veterans preference in the application process. The council had a discussion regarding approximate rents. The council discussed renaming the development in order to help attract veterans.

Mrs. Couch recommended tabling the item until the next meeting in order for the council to receive additional information.

Councilmember Samuels made a motion to table the request from Anthem Builders until a date certain of February 3, 2015. Councilmember Adler seconded the motion, and the motion was unanimously approved.

CPDD MASTER DRAINAGE STUDY – HUITT-ZOLLARS: Discuss and consider approving a proposal from Huitt-Zollars, Inc. to provide engineering services for a master draining study for the Commercial Planned Development District, and take any necessary action.

Mr. Chancellor stated the town needs to plan for draining within the Commercial Planned Development District (CPDD) as existing and future development within the district will have a significant impact on the quality and quantity of storm water runoff. He stated the town has an opportunity to utilize regional detention basins instead of each development constructing its own, leading to improved water features, open spaces and storm water filtration. Mr. Chancellor stated the costs associated with the underground storm trunk lines and regional detention ponds can be predetermined by master planning it. He stated a Request for Qualifications (RFQ) was sent out, and a committee of town staff selected Huitt-Zollars, Inc. for recommendation to the council.

The council had a discussion regarding the scope of the study.

John Ho, on behalf of Huitt-Zollars, stated there is a significant opportunity to create open space. He stated the scope of the study can be expanded.

The council had a discussion regarding water features.

Councilmember O'Reilly made a motion to authorize the Town Manager to enter into an agreement with Huitt-Zollars, Inc. for engineering services for a master drainage study. Councilmember Powell seconded the motion, and the motion was unanimously approved.

Mrs. Couch stated staff will present a supplemental package to the proposal at a future meeting.

EMS BILLING AND COLLECTION SERVICES AGREEMENT - EMERGICON, LLC: Discuss and consider authorizing the Town Manager to enter into an agreement with Emergicon, LLC for emergency medical services billing and collection services, and take any necessary action.

Mr. Bell gave a summary of the proposals received for emergency medical services (EMS) billing and collection services. He stated Emergicon, LLC was selected by staff for recommendation to the council. He stated surrounding agencies which are using Emergicon's services are very pleased with their services. Mr. Bell requested the council authorize the Town Manager to enter into an agreement with Emergicon upon completion of the Town Attorney's final review.

The council had a discussion regarding revenue generated for services and demographics unique to the community. Councilmember O'Reilly requested to have a discussion regarding fees prior to taking action on this item.

Mr. Bell gave a community comparison of fees for the various types of emergency medical transports, including current fees from the current EMS provider, American Medical Response (AMR). Chief Price stated the intent is to establish fees that are less than AMR.

The council had a discussion regarding fees and transport services. The council had a discussion regarding preventing abuse of transport services.

Councilmember O'Reilly made a motion to authorize the Town Manager to enter into an agreement with Emergicon, LLC for EMS billing and collection services contingent upon the Town Attorney's final review. Councilmember Lessner seconded the motion, and the motion was unanimously approved.

EMS BILLING AND COLLECTION SERVICES FEES: Discuss and consider establishing fees for emergency medical services billing and collection services, and take any necessary action.

Mr. Bell presented a community comparison of EMS related fees prior to the council taking action on the previous item.

Councilmember Powell made a motion to approve the EMS fee schedule with an annual review. Councilmember Hendricks seconded the motion, and the motion was unanimously approved.

Mrs. Couch stated staff would present an ordinance incorporating the fees at a future meeting.

2015 TOWN PRIORITIES: Discuss the town's priorities for 2015, and take any necessary action.

Mayor Culbertson stated 2014 was full of accomplishments. He requested the council identify goals for 2015.

The council had a discussion regarding future initiatives, including improving communications, creating economic development tools, completing the design and engineering of Fairview

Parkway, completing the 5-year Capital Improvement Plan and updating the parks and trails plan. No action was taken.

CITIZEN'S INPUT:

Roy Serpa, 412 Saddleback Drive, stated it was gratifying to hear the council's previous discussion regarding the town's top initiatives for 2015.

STAFF REPORTS:

Mrs. Couch stated staff will be in contact to schedule a facilities planning work session.

Mrs. Couch stated Mr. Weeks was absent from the meeting due to personal reasons. There was no discussion regarding the financial reports.

Mayor Culbertson stated he met with the Special Events Committee and progress is being made, but there is still a lot of work to be done.

Mayor Culbertson stated he would like staff to organize the annual Volunteer Clean-up Day prior to the Gus Macker Tournament in April.

Mr. Chancellor provided an update regarding Stacy Road.

Mr. Bell provided photos of the used ambulance that was recently purchased. He stated the target date for putting the ambulance into service is April 1st.

Mayor Culbertson adjourned the meeting at 10:29 p.m.

DARION CULBERTSON, MAYOR

ATTEST: Caitlin Scalley

Caitlin Scalley, Town Secretary

TOWN OF FAIRVIEW