

**FAIRVIEW TOWN COUNCIL
MEETING MINUTES
NOVEMBER 4, 2025**

The Town Council met on November 4, 2025, at 6:00 PM at 372 Town Place, Fairview, Texas.

Council present: Mayor John Hubbard and Mayor Pro Tem Gregg Custer, and Councilmembers Rich Connelly, Jill Hawkins, Larry Little, Pat Sheehan, and Lakinia Works

Staff present: Town Manager, Julie Couch; Assistant Town Manager Adam Wilbourn; Town Attorney, Clark McCoy; Town Engineer, James Chancellor; Building Official, David Hale; Planning Manager, Israel Roberts; Fire Chief, Jeff Bell; Police Chief, Chris Chandler; CFO Steven Ventura; HR Director Whitney Casey; Communications and Marketing Manager, Karin Anderson; and Town Secretary, Joshua Stevenson.

Mayor Hubbard called the meeting to order at 6:00 PM and declared a quorum was present.

At 6:01 p.m., the Council adjourned into executive session in accordance with the Texas Government Code:

A. Section 551.071 – to consult with legal counsel regarding pending or contemplated litigation and/or on matters 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 Chapter 551 of the Government Code including CPDD development improvements, ordinances, agreements and financing; contracts for services; town property and infrastructure; administrative matters; drainage matters; town regulations; religious land use; transportation matters; *Culbertson, et al. vs. Town of Fairview*, Cause No. 471-03967-2025, 471st District Court, Collin County, Texas; state law review and compliance.

B. Section 551.072 - discuss or deliberate the purchase, exchange, sale, lease, or value of real property, acquisition of right-of-way, easements, or land.

C. Section 551.074 Personnel - appointment of members of all non-advisory boards and commissions.

D. Section 551.087 – to discuss or deliberate Economic Development

Negotiations: (1) To discuss or deliberate regarding commercial or financial information that the Town of Fairview has received from a business prospect that the Town seeks to have locate, stay, or expand in or near the territory of the Town of Fairview and with which the Town is conducting economic development negotiations; or (2) To deliberate the offer of a financial or other incentive to a business prospect described by subdivision (1). Proposed commercial/retail developments.

Mayor Hubbard reconvened the meeting from closed session and reopened the public portion of the meeting at 7:00 PM.

Mayor Hubbard adjourned the 6:00 PM meeting at 7:03 PM.

The Town Council met on November 4, 2025 at 7:00 PM at 372 Town Place, Fairview, Texas.

1. Call to Order

Mayor Hubbard called the meeting to order at 7:03 PM upon determining a quorum of the Council was present.

There were approximately seven (7) members of the public present when the meeting was called to order.

2. Pledge of Allegiance: U.S. and Texas Flags

Mayor Hubbard invited everyone to stand for the Pledge of Allegiance to the U.S. and Texas Flags.

The Pledges were led by Councilmember Hawkins.

3. Proclamation and Information Sharing

- a. Proclamation declaring the day of November 4, 2025, as Arbor Day in the Town of Fairview

Mayor Hubbard called for the Proclamation.

Mayor Hubbard declared November 4, 2025 as Arbor Day in the Town of Fairview.

4. Citizen's Comment (for Non-Public Hearing Items).

Mayor Hubbard called for Citizen's Comments.

Ricardo Doi, 361 Spring Meadow Drive, spoke in opposition to Agenda Item 7(d).

Barbara Issacs, did not give address, spoke regarding current world events.

Debra Malasfsky, 820 Shady Brooke Lane, spoke in opposition to Agenda Item 7(d).

Pamala Sailor, 199 Newchester, spoke in opposition to Agenda Item 7(d).

Mary Price, 579 Meandering Way, spoke in opposition to Agenda Item 7(d) and 7(e).

Teri Satterwhite, did not give address, spoke regarding current world events.

Mayor Hubbard closed Citizen's Comments.

5. **Consent Agenda**

Mayor Hubbard called for the Consent Agenda.

Council Passed the motion by Councilmember Pat Sheehan, seconded by Lakia Works, to Approve Consent Agenda in a vote of Yes 7, No 0, Abstained 0.

The following items where approved:

- a. Approve the minutes of the October 8, 2025, regular meeting of the Town Council
- b. Approve the 2025 Tax Roll Summary for the Town of Fairview

The ordinance caption reads as follows:

AN ORDINANCE OF THE TOWN OF FAIRVIEW, APPROVING THE TAX ROLL FOR FISCAL YEAR 2025-26; AND PROVIDING AN EFFECTIVE DATE.

- c. Approve a resolution of support from the Fairview Town Council memorializing their support for Fairview being assigned a unique ZIP Code

The resolution caption reads as follows:

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRVIEW, TEXAS, IN SUPPORT OF CONTINUED EFFORTS RELATING TO A UNITED STATES POSTAL SERVICE ZIP CODE BOUNDARY ADJUSTMENT AND THE DESIGNATION OF A UNIQUE ZIP CODE FOR THE TOWN OF FAIRVIEW, TEXAS

- d. Authorize the Town Manager, subject to legal approval, to enter into an interlocal agreement with the Alliance for Innovation
- e. Authorize the Town Manager, subject to legal form, to sign an amendment to the Interlocal Agreement with Collin County regarding dispatch services for the period from October 1, 2025 through September 30, 2026 clarifying Dispatch and PAWM fees

6. **Reports from Staff**

- a. Monthly Finance, Police, Fire, Code, Construction Project Reports, and Quarterly Investment Report for period ending September 30, 2025

Mayor Hubbard called for staff reports from the period ending September 30, 2025.

The monthly and quarterly Finance reports were submitted to Council for review.

Police Chief Chandler review the monthly Police report.

Fire Chief Bell reviewed the monthly Fire report.

The monthly Code report was submitted to Council for review. Ms. Couch spoke regarding the current AMI project.

Mr. Chancellor provided an update on construction projects.

7. **Action/Discussion Items**

- a. Consider, discuss, and take any necessary action on the Fairview Airport Impact Review Task Force

Mayor Hubbard called for the item.

Mayor Hubbard spoke regarding this item. The Mayor stated that the Task Force Chair, Henry Lessner, will be at the December meeting to give an update.

No action was taken.

- b. Consider, discuss, and take any necessary action on an ordinance to amend existing or adding additional building permitting and engineering/construction inspection fees

Mayor Hubbard called for the item.

Mr. Chancellor spoke regarding this item.

Mr. Hale spoke regarding building fee changes.

Mr. Chancellor spoke regarding engineering fee changes.

The Council and staff had discussion regarding this item.

Council passed the motion by Councilmember Rich Connelly, seconded by Mayor Pro Tem Custer, to approve an ordinance to amend existing or adding additional building permitting and engineering/construction inspection fees in a vote of Yes 7, No 0, Abstained 0.

The ordinance caption reads as follows:

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF FAIRVIEW, TEXAS, AMENDING APPENDIX A FEE SCHEDULE OF THE FAIRVIEW CODE OF ORDINANCES, BY AMENDING SECTIONS A2.000 AND A3.001, AS HERETOFORE AMENDED; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

- c. Consider, discuss, and take any necessary action related to possible amendments to the zoning ordinance regulating day care uses

Mayor Hubbard called for the item.

Ms. Couch spoke regarding this item.

The Council and staff had discussion regarding this item.

Council directed the Planning & Zoning Commission to consider changes to the zoning ordinance regulating day care uses.

Council passed the motion by Councilmember Sheehan, seconded by Councilmember Connelly, to approve directing the Planning & Zoning Commission to consider changes to the zoning ordinance regulating day care uses in a vote of Yes 7, No 0, Abstained 0.

- d. Consider, discuss, and take any necessary action related to town hall operating hours

Mayor Hubbard called for the item.

Ms. Couch spoke regarding this item.

Ms. Casey spoke regarding this item.

The Council and staff had discussion regarding this item.

Council passed the motion by Councilmember Pat Sheehan, seconded by Councilmember Hawkins, to table action related to town hall operating hours in a vote of Yes 5, No 2, Abstained 0. Mayor Hubbard and Councilmember Connelly voting No.

This item will be on the December 2, 2025, meeting agenda of the Town Council.

- e. Consider, discuss, and take any necessary action on Board & Commission Appointments

Mayor Hubbard called for the item.

Mayor Hubbard motioned to appoint Dick Price to the Technology Advisory Board.

Council passed the motion by Mayor Hubbard, seconded by Mayor Pro Tem Custer, to appoint Dick Price to the Technology Advisory Committee in a vote of Yes 7, No 0, Abstained 0.

Dick Price's appointment to the Technology Advisory Committee will run from

November 4, 2025 – August 1, 2027, at the will of the Council.

8. **Council and Staff Comments**

Mayor Hubbard called for Council and Staff Comments.

Mayor Hubbard stated that Mayor Pro Tem Custer will be hosting the upcoming Breakfast with the Mayor at Heritage Ranch.

9. **Closed Session**

Council did not recess into Closed Session at this time.

10. **Any Necessary Action(s) on Closed-session item(s)**

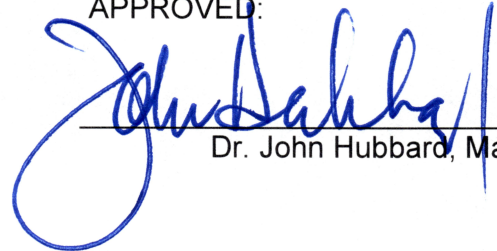
No action was taken.

11. **Adjourn**

Mayor Hubbard adjourned the meeting at 8:53 PM.

These minutes were approved by the Town Council on December 2, 2025.

APPROVED:



Dr. John Hubbard, Mayor

ATTEST:



Joshua Stevenson, Town Secretary
Town of Fairview, Texas