TOWN COUNCIL
MEETING MINUTES
SEPTEMBER 7, 2021

The Town Council met in regular session on Tuesday, September 7, 2021, at 6:00 p.m. at 372 Town Place, Fairview, Texas. Those present were Mayor Henry Lessner; Mayor Pro Tem Ricardo Doi and Councilmembers Rich Connelly, Gregg Custer, Larry Little, Ken Logsdon and John Hubbard. Staff present included Town Manager, Julie Couch; Planning Manager, Israel Roberts; Town Engineer, James Chancellor; Police Chief, Granver Tolliver; Fire Chief, Jeff Bell; CFO, Steven Ventura; Assistant to the Town Manager, Adam Wilbourn; and Town Attorney, Clark McCoy. Staff present via RingCentral included Town Secretary, Tenitrus Bethel; HR Director, Judy Webster and Public Works Manager, Aron Holmgren.

Mayor Lessner called the meeting to order at 6:00 p.m. and declared a quorum was present.

At 6:00p.m., the Council then adjourned into executive session regarding a consult with legal counsel.

Mayor Lessner called the regular session to order at 7:36 p.m. and invited everyone to stand for the Pledge of Allegiance and the Texas State pledge.

PROCLAMATIONS
Mayor Lessner presented a proclamation declaring the first full week of September as National Payroll Week to Melissa Cook with the American Payroll Association.

CITIZENS INPUT
Cynthia Brugge, 960 Patrician Ct, expressed her thoughts related to Frisco Rd.
Sam Peacock, 440 Black Diamond, expressed his thoughts related to Planning and Zoning notifications.

CONSENT AGENDA: All items listed under the Consent Agenda are considered routine and are 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 the minutes of the July 28, 2021 Special Council meeting; B) Approve the minutes of the August 3, 2021 Regular Council meeting; C) Approve the minutes of the August 16, 2021 Special Council meeting; D) Authorize the Town Manager, subject to legal form, to enter into an Interlocal Agreement with Collin County regarding jail services; E) Authorize the Town Manager, subject to legal form, to enter into an Interlocal Agreement with Collin County regarding dispatch services; F) Authorize the Town Manager to enter into an Interlocal Agreement with Collin County regarding animal control services and animal shelter services; and G) Approve an amendment to agreement with Community News Connection, Inc. for the publication of the Fairview Town News.

Mayor Lessner stated consent agenda item B will be pulled as the Council has not reviewed the minutes of the minutes of the August 3 regular meeting.

Councilmember Connelly asked to pull consent agenda item E for discussion.
Councilmember Logsdon asked to pull consent agenda item G for discussion.

Mayor Pro Tem Doi made a motion to approve consent agenda items A, C, D and F. Councilmember Custer seconded the motion and the motion was unanimously approved.

Councilmember Connelly addressed agenda item E and inquired about the cost increase of dispatch services. Ms. Couch and Chief Tolliver discussed cost increase related to dispatch. The Council and staff had a brief discussion related to dispatch services.

Councilmember Logsdon made a motion to approve consent agenda item E. Councilmember Connelly seconded the motion and the motion was unanimously approved.

Councilmember Logsdon addressed agenda item G and inquired of a termination date of the agreement. Mr. Wilbourn spoke to the contract and the termination date of the agreement. The Council and staff had a brief discussion related to this item.

Mayor Pro Tem Doi made a motion to approve consent agenda item G. Councilmember Connelly seconded the motion and the motion was unanimously approved.

REPORTS FROM STAFF:
Mr. Ventura reviewed the monthly financial reports.

Chief Tolliver reviewed the monthly police report.

Chief Bell reviewed the monthly fire report.

Mr. Chancellor provided an update on Town construction projects.

DISCUSSION – SHACKLEFORD ESTATES: Mayor Lessner introduced agenda item 8(a), discuss and consider approval on a request for approval of a Minor Final Plat of the Shackleford Estates Addition. The 11.2-acre tract of land is located at the northwest corner of E. Stacy Road and Orr Road (FM 317) and is zoned for the (RE-2) Two-Acre Ranch Estate District. Applicant: Nathan Shackleford representing owners Kelly and Karen Shackleford.

Mr. Roberts gave a staff report on this item. He stated the request meets the minor plat design standards and therefore does not require a preliminary plat approval. He stated the subdivision would consist of four 2-acre lots and the Planning and Zoning Commission recommended approval as submitted. He reviewed the plans for a future trail along the easement of the parcel.

The Council and staff had a discussion related to minor plat approval.

Kelly Shackleford, applicant, was present.

The Council and staff had a discussion related to drainage.

Councilmember Logsdon made a motion to approve the final plat of the Twin Oaks Addition. Councilmember Hubbard seconded the motion, and the motion was approved unanimously.

DISCUSSION – DANIELLE'S CROSSING: Mayor Lessner introduced agenda item 8(b), discuss and consider approval on a request for a Final Plat of the Danielle's Crossing Addition.

The 10.4-acre tract of land is located on the north side of Hart Road, east of Stoddard Road and is zoned for the (RE-1.5) One-and-one-half acre Ranch Estate District and the (RE-1) One-acre Ranch Estate District. Applicant: Tony Prutch, J. Anthony Properties, LLC representing owner Michael Pezzulli.

Mr. Roberts gave a staff report on this item. He stated this subdivision would consist of 4 – 1.5 acre lots and 2 – 1 acre lots; all lots meet the required design standards of their respective design districts. He indicated in lieu of the park land dedication fee the applicant has agreed to build a trail along Hart Rd which will connect into the approved trail of the Stoddard development. He stated the PZ recommended approval as presented.

Mayor Pro Tem Doi inquired about the drainage swale at the end of the cul de sac. Mr. Chancellor addressed this concern. The Council and staff had a brief discussion related to the drainage.

Councilmember Hubbard made a motion to approve the final plat of the Danielle's Crossing Addition. Councilmember Logsdon seconded the motion, and the motion was unanimously approved.

DISCUSSION – HAWKSWOOD ADDITION: Mayor Lessner introduced agenda item 8(c), discuss and consider approval on a request for a Final Plat of the Hawkswood Addition, Phase 2. The 16.2-acre site is located on the north side of Stacy Road, at the end of Broadwing Drive and is zoned for the (RE-1) One-acre Ranch Estate District. Applicant: Warren Corwin, Corwin Engineering representing Dave Wilcox, Liberty Bankers Life Insurance Company.

Mr. Roberts gave a staff report on this item. He stated the addition will consist of 13 single family lots and meets all the RE-1 design standards. He stated the applicant will be required to pay a cash in lieu of park land dedication fee of $38,900. He stated PZ recommended approval as presented.

The Council and staff had a discussion related to drainage.

Councilmember Hubbard made a motion to approve the final plat of the Hawkswood Addition Phase 2. Councilmember Logsdon seconded the motion and the motion was approved unanimously.

DISCUSSION – PROPOSED FY 2021-22 AD VALOREM TAX RATE: Mayor Lessner introduced agenda item 8(d), consider, discuss and take any necessary action on an ordinance regarding the proposed 2021-22 ad valorem tax rate.

Mayor Pro Tem Doi made a motion to approve an ordinance to approve the proposed fiscal year 2021-22 ad valorem tax rate as proposed at $0.345580; with an M&O of $0.245536 and an I&S of $0.10044. Councilmember Little seconded the motion and the motion was approved unanimously.

DISCUSSION – PROPOSED FY 2021-22 BUDGET APPROVAL: Ms. Couch introduced agenda item 8(e), consider, discuss and take any necessary action on an ordinance approving the proposed 2021-22 fiscal year budget.

Mayor Pro Tem Doi made a motion to approve an ordinance approving the proposed fiscal year 2021-22 budget as submitted. Councilmember Hubbard seconded the motion. The roll call vote was as follows:

Councilmember Connelly:	aye	Councilmember Custer:	aye
Mayor Pro Tem Doi:	aye	Councilmember Little:	aye
Councilmember Logsdon:	aye	Councilmember Hubbard:	aye
Mayor Lessner:	aye		

DISCUSSION – RATIFYING FY 2021-22 PROPERTY TAX REVENUE INCREASE: Mayor Lessner introduced agenda item 8(f), consider, discuss and take any necessary action on an ordinance ratifying the 2021-22 property tax revenue increase.

Councilmember Logsdon made a motion to approve an ordinance ratifying the fiscal year 2021-22 property tax revenue increase. Councilmember Connelly seconded the motion and the motion was unanimously approved.

DISCUSSION – APPROVED AMENDED FY 2020-21 BUDGET: Mayor Lessner introduced agenda item 8(g), consider, discuss and take any necessary action on an ordinance amending the 2020-21 fiscal year budget.

Mr. Ventura reviewed the amended budget as presented. He stated staff is recommending approval.

Mayor Pro Tem Doi made a motion to approve an ordinance approving the amended fiscal year 2020-21 budget. Councilmember Connelly seconded the motion and the motion was approved unanimously.

The Council and staff had a discussion related to federal fund allocations and allowed uses.

DISCUSSION – SOLID WASTE & WASTEWATER RATE INCREASE: Mayor Lessner introduced agenda item 8(h), consider, discuss and take any necessary action on an ordinance approving a rate increase related to solid waste and sewer service and take any necessary action.

Mr. Ventura stated the current contract with Republic Services will expire on September 30 and staff engaged consulting firm Solid Waste Solutions to negotiate a new contract with Republic Services. He stated in June Republic Services presented a new contract which Council approved. He reviewed price adjustment of 3.4% related to the new contract and future increases. He stated staff is recommending approval.

The Council and staff has a discussion related to services.

Mayor Pro Tem Doi made a motion to approve the rate increase for solid waste. Councilmember Logdson seconded the motion and the motion was unanimously approved.

Mr. Ventura reviewed previous discussions related to the NTMWD proposed rate increase of 14% for wholesale sewer services. He stated the budget included an increase of 10%. The additional cost would be absorbed in the budget. He stated the average home uses 10,000 gallons per month; with the average bill increasing from $67.40 to $74.14 or by $6.74 per month. He indicated water rates are not increasing. He stated staff is recommending approval.

Councilmember Logdson made a motion to approve the rate increase for sewer services. Councilmember Hubbard seconded the motion and the motion was unanimously approved.

DISCUSSION – EMPLOYEE HEALTH INSURANCE: Mayor Lessner introduced agenda item 8(i), consider, discuss and take any necessary action on accepting proposals for Town of Fairview employee dental, vision, and health related insurance plans.

Ms. Couch reviewed the details and reason for the proposed change. She stated Aetna is the current medical insurance provider for the Town and staff was notified that due to claims and the impact of COVID the premium increase to the town will be just under 60%. She stated staff met with the insurance brokerage firm OneDigital to review options for medical coverage and Blue Cross Blue Shield provided options for medical coverage that would allow for a smaller increase in coverage expense; she reviewed plan changes. She stated the proposed budget accounted for an increase of coverage just not an increase of this amount; the additional cost for coverage is approximately 18.6% over the budgeted amount. She Reviewed the recommended changes to the Town's employee health coverage.

Brad McEowen with OneDigital discussed the process and plans.

The Council, Mr. McEowen and staff had an extended discussion related to this topic.

Councilmember Custer made a motion to approve the changes in health providers for employees as outlined in the submitted proposal. Councilmember Connelly seconded the motion and the motion was unanimously approved.

DISCUSSION – PUBLIC WORKS FACILITY REMODEL: Mayor Lessner introduced agenda item 8(j), consider, discuss and take any necessary action to authorize Town staff to proceed with the remodel of the public works service center.

Ms. Couch stated this item is being presented to the Council for consideration to authorize the project. She stated the scope of work has been broken into two categories: projects public works can complete and those items that will be contracted to outside providers. She stated any bids that exceed $50,000 would be presented to the Council for approval.

Mr. Holmgren gave a presentation related to the remodel of the Public Works Service Center and reviewed the purpose, existing site, proposed site and building improvements, scope of work, cost estimates and funding.

Councilmember Connelly inquired about an itemized list of the work, cost estimates and fund contribution from the Water Fund for the project. Ms. Couch stated this information will be supplied to the Council for review.

The Council and staff had an extended discussion related to this topic.

Councilmember Connelly made a motion to continue this item to the next regular meeting. Councilmember Little seconded the motion and the motion was approved 6-1. Councilmember Logsdon opposed.

DISCUSSION – HART RD DESIGN: Mayor Lessner introduced agenda item 8(k), consider and discuss approval of a professional services agreement with Granthem and Associates for the design of Hart Rd and take necessary action.

Mr. Chancellor reviewed the history of Hart Rd, and discussed the potential design options, construction phasing and trail connections. He outlined the proposal with Grantham and Associates to design the project to 30% and then present it to the Council with design options and cost estimates. He indicated that there would also be a need for community input into the design process.

The Council and staff had a discussion related to the design timeframe and design options.

Mr. Chancellor stated once the project is designed to 30% and an option is selected, an amendment to the contract would be submitted for completion to 100% for Council consideration.

The Council and staff had a discussion related to cost estimates.

Ms. Couch stated staff is recommending utilizing unallocated reserve funds in the General Fund for this project.

Mayor Pro Tem Doi made a motion to approve the professional services agreement with Granthem and Associates. Councilmember Little seconded the motion and the motion was unanimously approved.

DISCUSSION – COVID-19 UPDATE: Mayor Lessner introduced agenda item 8(l), discuss COVID-19 activities and actions and take any necessary action.

Ms. Couch provided an update to the Council regarding activities related to COVID-19. She stated staff is currently working through the guidances for the American Rescue Funds and she stated the funded projects would include public works improvements related to drainage and sewer. She reviewed information related to booster shots and availability.

The Council and staff had a discussion related to this topic.

Mayor Lessner adjourned the meeting at 10:09 p.m.

Henry Lessner

Henry Lessner, Mayor

Tenitrus Bethel

Tenitrus Bethel, Town Secretary

TOWN OF FAIRVIEW