TOWN COUNCIL
MEETING MINUTES
JUNE 5, 2018

The Town Council met in regular session on Tuesday, June 5, 2018 at 6:00 p.m. at 372 Town Place, Fairview, Texas. Those present were Mayor Darion Culbertson; Councilmembers Bill Nicol, Henry Lessner, Paul Hendricks, Cynthia Brugge, Anthony Mattei and Roland Feldman. Staff present included Town Manager, Julie Couch; Planning Manager, Israel Roberts; Town Engineer, James Chancellor; CFO, Steven Ventura; Assistant to the Town Manager, Adam Wilbourn; Executive Assistant, Tenitrus Bethel; and Assistant Town Attorney, David Overcash.

Mayor Culbertson called the meeting to order at 6:00 p.m. and declared a quorum was present. At 6:01 p.m., the council then adjourned into executive session regarding a consult with legal counsel, property acquisition, personnel and economic development negotiations.

At 7:40 p.m., Mayor Culbertson reconvened back into regular session and invited everyone to stand for the Pledge of Allegiance.

OATH OF OFFICE: Assistant to the Town Manager, Adam Wilbourn administered the oath of office for newly elected councilmembers Cynthia Brugge, Anthony Mattei and Roland Feldman.

PROCLAMATIONS, RECOGNITION AND AWARDS: Mayor Culbertson presented a proclamation declaring June 12 Women Veterans Day in the Town of Fairview.

Mayor Culbertson presented a proclamation to the Alzheimer's Association declaring June 21 The Longest Day in the Town of Fairview.

APPOINTMENTS AND REPORTS: Bruce Boutilier with CoServ gave an update on the utility relocation with the Stacy Road project.

Mr. Boutilier outlined the conflicts and issues that had been identified with their facilities in the right of way on the Stacy Road project. He indicated that they would need to relocate some of their facilities. He indicated the relocation process would begin Monday, June 11 with completion targeted for the end of the month.

Mayor Culbertson inquired if the permitting process had been completed. Mr. Boutilier stated the permitting process has been completed and the process will begin effective Monday.

Mayor Culbertson offered the Council an opportunity to give feedback.

Councilmembers Mattei, Lessner, and Feldman and Brugge had questions for Mr. Boutilier about the process and the reasons for the conflicts.

Mayor Culbertson provided an update of his meeting with TxDOT. He stated the project is anticipated for completion in October.

Karen Karnuta, Chairwoman of the Public Art Committee, gave a report on the Fairview Art Show.

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 May 1, 2018, regular Council meeting. B) Approve the minutes of the May 14, 2018 special Council meeting. C) Approve a resolution authorizing continued participation with the Atmos Cities Steering Committee and payment of assessed dues for 2018.

Councilmember Hendricks made a motion to approve the consent agenda. Councilmember Lessner seconded the motion and the motion was unanimously approved.

PLANNING FOR FUTURE TOWN FACILITIES: Ms. Couch discussed agenda item 7(a), planning for future town facilities, including the citizen committee process recommendations.

Ms. Couch reviewed the meeting process of the CRG after the joint meeting with Council. She indicated that the CRG reviewed a series of options for town facilities. She indicated the first discussion was held on May 1 to discuss fire facilities; the follow-up meeting was held on May 31 and the discussion covered Public Works, EOC and training opportunities. She discussed the process by which members provided input for each option and reviewed their recommendations on pricing options. She stated the CRG also recommended that the Council consider interim solutions for the current facilities while permanent solutions are being developed.

Councilmember Mattei inquired if CRG members had clarity on the voting process for priority items. Ms. Couch stated based on her understanding they understood the items they were voting on.

Mayor Culbertson invited CRG members to speak.

Greg Smith, 751 Timberwood, expressed his thoughts that the members understood the voting process.

Tom Lester, 449 Sloan Creek, expressed his thoughts that the members understood the voting process.

Ben Brown, 717 Mustang, expressed his thoughts that the members understood the voting process.

John Harkins, 411 River Oaks, expressed his uncertainty regarding the term “town design rules”, however he believed the members understood the voting process.

Gary Carter, 1000 Timber Lane, expressed his desire for multiple funding options to be considered.

Lori Lauter, 717 Elmbrook, expressed her belief there was some ambiguity when voting.

Roy Serpa, 412 Saddleback, expressed his thoughts on next steps of the CRG.

There was some follow up discussion with the Council on the CRG report and next steps to fully review the recommendations of the CRG.

UPCOMING WORKSESSION DATES: Mayor Culbertson discussed agenda item 7(b), future council work session dates. He indicated that the date to review the CRG reports and to discuss budget priorities related to FY18-19 budget would be held on June 14 at 3:00 p.m. at Noah's.

FIRE STATION 1/PUBLIC WORKS PLAN: Councilmember Mattei discussed agenda item 7(c), next remediation/repair of Fire Station 1 and the Public Works facilities.

Chief Bell outlined actions that had been taken to address the most significant life safety issues identified in the Huitt-Zollar study. He also outlined items that had not been addressed. He indicated the building was evaluated for asbestos and it was determined there was none.

There was discussion with the Council as to what other work was needed in the building and actions that could be taken.

Mayor Culbertson indicated that Council should consider alternate options to costly repairs to the substandard buildings, such as using a modular unit on an interim basis. He stated that those public safety members whom reside at fire station 1 expressed concerns about the lack of a storm shelter or hardened facility.

Councilmember Mattei expressed his concern regarding electrical hazards and suggested an electrician be contracted for repairs.

Mayor Culbertson expressed his agreement with Councilmember Mattei and suggested items that are in obvious need, and are able to be, should be repaired. He stressed it must be cost effective.

Ms. Couch stated Staff would gather cost estimates for an interim solution including the use of temporary buildings. She indicated this would also be responsive to a suggestion from the CRG for interim solution options. She also stated an electrician could be brought out to survey and repair immediate needs.

Councilmember Feldman suggested also receiving cost estimates for portable buildings that can be bolted down due to the concerns during inclement weather concerns.

Councilmember Hendricks inquired if there was a backup generator. Chief Bell stated there is currently not a backup generator at fire station 1. There was general discussion about options for back up services. Ms. Couch stated staff would provide an update at the Thursday meeting on the new information gathered.

TOWN TRANSPARENCY AND COMMUNICATION PROCESS: Councilmember Feldman discussed agenda item 7(d), Town transparency and the communication process.

Councilmember Feldman proposed the live streaming of all Town public meetings.

Bill Baxter, Baxter IT, generally discussed the use of such facilities.

Councilmember Lessner inquired if it requires a video operator. Mr. Baxter stated it does not.

Mayor Culbertson requested Mr. Baxter compile a list of options, costs and a timeframe of implementation to present to Council.

Ms. Couch inquired if this should be a discussion item at the budget work session and if the desire is to include this item into next year's budget. Councilmember Feldman stated he would prefer to get the pricing and then make a decision for this current year.

2018-19 BUDGET: Councilmember Mattei discussed agenda item 7(e), guiding principles for the FY 2018/2019 budget.

REVISED STACY ROAD ILA: Mr. Chancellor discussed agenda item 7(f), amended interlocal agreement with the City of Allen for the Stacy Road project related to intersection improvements.

Mr. Chancellor reviewed the Stacy Road project, and the process by which the Town considered a change order with the City of Allen to improve the intersection at Stacy and Highway 5 over the original TxDOT design. He indicated that the original change order approved by the town was based on a preliminary estimate and that the contractor and TxDOT had finalized the cost for the completion of the change order. He outlined that the original estimate for the Town was $66,000 and the final cost under the same cost sharing formula with the City of Allen would increase the cost to the Town by an additional $29,000 to a total of $95,000.

Ms. Couch stated the Town had Kimley-Horn conduct an engineering analysis regarding Fairview Parkway and Highway 5 and making these changes now can resolve future issues and minor future work would be needed; if not, significant reconstruction would be necessary at this intersection. She stated having this completed now is also a benefit for future residents.

Mayor Culbertson stated this would be funded through the street construction fund utilizing remaining dollars from a previous project. He stated the funding would not come from the general fund.

There was considerable discussion regarding the design, the reasons why the cost increased, how the costs were developed, and the benefits to the Town for the change in design.

Mayor Culbertson inquired about the time sensitivity of this agreement in terms of a decision. Mr. Chancellor stated the Allen Council will be meeting next week on this item. Mayor Culbertson asked if this could be placed on the June 14 agenda for discussion and action.

Councilmember Lessner made a motion to approve the incremental $29,000. There was no second to the motion.

Councilmember Mattei expressed his agreement to table the motion.

Councilmember Lessner withdrew his motion and no action was taken.

UNITE PRIVATE NETWORKS: Ms. Couch discussed agenda item 7(g), an agreement with Unite Private Networks for internet services. She pointed out that gaining this redundant service was part of a phased approach to securing the full system with redundant services.

Mr. Baxter discussed the current internet services utilized by the Town and explained the necessity of the redundant service for public safety and other Town services. There was extensive discussion on the item with numerous questions from Council.

Councilmember Brugge made a motion to approve the 5-year agreement with Unite Private Networks. Councilmember Nicol seconded the motion and the motion was approved subject to final form with the Mayor and Councilmembers Brugge, Lessner, Nicol, and Hendricks voting for. Councilmembers Mattei and Feldman abstained.

MCKINNEY AIRPORT UPDATE: Councilmember Hendricks gave a presentation regarding agenda item 7(h), update of the McKinney Airport Master Plan and Layout Plan.

APPOINTMENT OF MAYOR PRO TEMPORE: Mayor Culbertson made a request for nominations for the position of Mayor Pro Tem. Councilmember Hendricks nominated Councilmember Lessner; Councilmember Nicol nominated Councilmember Hendricks; Councilmember Lessner nominated Councilmember Hendricks; Councilmember Feldman nominated Councilmember Mattei; there were no further nominations. Councilmember Lessner withdrew himself from the nomination. Councilmember Lessner made a motion to appoint Councilmember Hendricks as Mayor Pro Tempore. Mayor Culbertson asked for a show of hands and the motion was approved with the Mayor and Councilmembers Nicol, Lessner and Henricks voting for. Councilmembers Brugge, Mattei and Feldman did not vote.

CITIZENS INPUT:
Mark Hanson, 500 Lakewood, expressed his delight with the road work completed on Lakewood.
Ben Brown, 717 Mustang Drive, expressed his support for the immediate needs of the Public Works department and asked that their needs be included in the discussion in the June 14 meeting.

Gary Carter, 1000 Timber Lane, expressed his delight with the road work completed on Lakewood.

Lori Lauter, 717 Elmbrook, expressed her thoughts on Town growth.

REPORTS FROM STAFF:
Mr. Chancellor discussed agenda item 9(b), regarding an update on Stacy Rd.

Mr. Ventura gave a presentation on agenda items 9(a), regarding the Monthly Financials ending April 30, 2018.

Councilmember Lessner encouraged attendees to join Rotary.

Mayor Culbertson spoke about the highway cleanup service project.

Councilmember Hendricks indicated on June 14 there would be a Flag Day celebration at Post Acute Medical Center in Allen at 11:30 a.m. and there will be a celebration for the Army's Birthday at Town Hall.

Mayor Culbertson adjourned the meeting at 11:03 p.m.

Darion Culbertson, Mayor

Adam Wilbourn, Alternate Town Secretary