

**TOWN COUNCIL
MEETING MINUTES
JUNE 2, 2020**

The Town Council met in regular session on Tuesday, June 2 2020 at 6:00 p.m. at 372 Town Place, Fairview, Texas. Those present were Mayor Henry Lessner; Councilmembers Cynthia Brugge, Ken Logsdon, Tony Mattei and Roland Feldman. Mayor Pro Tem Ricardo Doi and Councilmember Charlie Henkle joined via teleconference. Staff present included Town Manager, Julie Couch; Police Chief, Granver Tolliver; Fire Chief, Jeff Bell; and Town Secretary, Tenitrus Bethel. Staff present via teleconference included; Town Engineer, James Chancellor; Interim EDC Manager, Dave Quinn; Assistant to the Town Manager, Adam Wilbourn, and Town Attorney, Clark McCoy.

Mayor Lessner called the meeting to order at 6:02 p.m. and declared a quorum was present.

At 6:04 p.m., the Council then adjourned into executive session regarding a consult with legal counsel.

At 7:44 p.m., Mayor Lessner reconvened back into regular session and invited everyone to stand for the Pledge of Allegiance and the Texas State pledge.

Councilmember Henkle joined the meeting.

CITIZENS INPUT:

Cheryl Sinacola, 1061 Country Tr, expressed her thoughts related to drainage.

Chris Bradford, 580 Maple Ln, expressed his thoughts related to drainage and loss of property use.

Holly Parsons, 480 Home Pl, expressed her thoughts related to drainage.

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 April 30, 2020 Special Council meeting; B) Approve the minutes of the May 5, 2020 Regular Council meeting

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

REPORTS FROM STAFF:

Ms. Couch reviewed the monthly financial report.

Chief Tolliver reviewed the monthly police report.

Chief Bell reviewed the monthly fire report.

Mr. Chancellor reviewed current Town construction projects.

DISCUSSION – TIRZ 1: Mayor Lessner introduced agenda item 7(a), discuss and consider approval of a resolution authorizing amendments to the project plan and financing plan for Reinvestment Zone Number One and calling a public hearing with regard to such.

Ms. Couch reviewed previous discussion related to funding for the reconstruction of fire station #1. She stated the TIF has an adopted financing and project plan with a primary purpose to fund infrastructure. The fire station resides within the TIF boundary and as a public improvement would qualify for use of TIF funds. She stated the plan amendment would include the \$75,000/year towards offsetting the debt service to the new fire station. She stated the first action by the Council would be to set the date and call a public hearing to amend the TIF; the TIF board will meet prior to the July regular meeting to approve the amendment; and at the July regular meeting a public hearing will be held and the Council will take action related to the amendment.

The Council and staff had a general discussion related to this item.

Mayor Pro Tem Doi made a motion to approve the resolution authorizing amendments to the project and financing plan for the TIF and calling for a public hearing to be held on July 7, 2020 at 7:30 p.m. Councilmember Logsdon seconded the motion and the motion was unanimously approved.

DISCUSSION – CDC AGREEMENT: Mayor Lessner introduced agenda item 7(b), discuss and consider approval of an agreement with the Community Development Corporation (CDC) on the use of CDC funds for a portion of the construction costs for Fire Station #1 and take any necessary action.

Ms. Couch reviewed the CDC funding contribution towards the construction of fire station 1. She stated the CDC has agreed and approved to contribute a total of \$3.3MM with \$300,000 transferred last year and a commitment of \$100,000/year towards the debt service.

The Council and staff had a general discussion related to this item.

Mayor Pro Tem Doi made a motion to approve the CDC project payment agreement. Councilmember Brugge seconded the motion and the motion was unanimously approved.

DISCUSSION – FIRE STATION #1: Ms. Couch introduced agenda item 7(c), discuss design, bidding process, and financing for fire station #1, and consider approval of an amendment to the construction contract with Byrne Construction for approval of the Maximum Guaranteed Price for construction of the fire station and related matters.

Ms. Couch reviewed the project overview. She stated in February the Council authorized the completion of the construction drawings and bidding process. She reviewed costs, methods of payment and construction alternatives. She reviewed the cost estimates of \$8.8 million from May of 2019 and the updated estimates with the bids totaling \$7.9 million. She also reviewed the cost of add alternates that were included in the bidding of the Station. She stated the bonds will be sold next month with an estimated interest rate between 2.5% - 3%.

The Council and Ms. Couch had a brief discussion related to bond interest rates.

Ms. Couch introduced Justin Burt with Byrne Construction.

Mr. Burt gave a presentation reviewing the bidding process, cost of work and the project schedule.

Doug Edney with Brinkley Sargent reviewed elevations and the add alternates that were bid with the project, including the finish material on the building, the finish out of two bathrooms and the screening around the dumpster and the generator.

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

The Council provided feedback related to alternates. It was discussed that future options would be considered by the Council related to the screening of the dumpster and the generator.

Councilmember Logsdon made a motion to approve maximum guaranteed price of \$6,945,463 with Byrne Construction to include the add alternates for the restroom finish out and the use of interstate brick for exterior materials. Councilmember Feldman seconded the motion and the motion was unanimously approved.

DISCUSSION – COVID-19 UPDATE: Mayor Lessner introduced agenda item 7(d), discuss COVID-19 activities and actions and take any necessary action.

Ms. Couch discussed community funding as it relates to the CARES Act. She stated through this act direct funding was distributed to counties in the state with populations of 500,000 or greater; the counties were given the authority to reallocate those funds throughout the jurisdiction. She stated Collin County received \$171MM, of which; \$45MM was allocated directly to residents and businesses experiencing financial hardships due to COVID-19 and \$50MM distributed to cities within the county. She stated the Town received slightly over \$660,000 to be utilized for COVID-19 related expenses incurred from March 1 – December 31, 2020. She pointed out the funds cannot be utilized to supplement revenue loss. She indicated Mayor Lessner has executed the agreement and the funding will be received this week. She discussed additional details related to fund use.

The Council and staff had a general discussion related to this item.

Ms. Couch provided an update of the newly implemented reporting measures for COVID-19 cases. She stated going forward cases will be reported on a county level and the information will disseminate from the state. She discussed the revised criteria for positive case reporting.

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

DISCUSSION – AMBULANCE PURCHASE: Ms. Couch introduced agenda item 7(e), discuss and consider approval of the purchase of an ambulance and take any necessary action.

Chief Bell discussed reviewed the sanitation and decontamination process for an ambulance under the COVID-19 protocols and the need for the additional ambulance to improve Town EMS

response. He stated an ambulance is out of service for approximately one and a half hours due to the sanitation process.

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

Mayor Pro Tem Doi made a motion to approve the use of CARES funds for the purchase of a new ambulance; with an amount not to exceed \$325,000. Councilmember Mattei seconded the motion and the motion was approved unanimously.

DISCUSSION – FRISO RD FUNDING: Mayor Lessner introduced agenda item 7(f), discuss and consider approval of a resolution for an EDA grant submission for Frisco Road funding and take any necessary action.

Ms. Couch reviewed this item and stated a portion of the CARES funding was to be utilized as a grant program through the EDA to address COVID-19 impact, which can be utilized for economic recovery and infrastructure improvements. She indicated funds will be allocated to projects that meet the specific program criteria and once exhausted the funds will not be replenished. She indicated that Frisco Road was a Town project that met the parameters of the grant program and she discussed the impacts of the project in detail. She outlined the short time line for grant application submission and that a firm has been retained to facilitate the writing and submission of the grant. She indicated that the associated costs of the firm would be covered under the CARES funding as a COVID-19 appropriate expense.

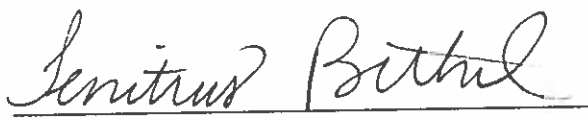
Ms. Couch discussed the project funding and stated it would be an 80/20 split; with the Town being responsible for 20% of the project funding; with a not to exceed amount of \$5,000,000. She asked that the Council consider approval of the resolution.

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

Mayor Pro Tem Doi made a motion to approve a resolution for the submission of an EDA grant for the funding of Frisco Rd; with an amount not to exceed \$5,000,000. Councilmember Mattei seconded the motion and the motion was unanimously approved.

Councilmember Feldman expressed his thoughts related to the upcoming drainage special meeting and internet service. The Council had an extended discussion related to drainage.

Mayor Lessner adjourned the meeting at 11:05 p.m.


Tenitrus Bethel, Town Secretary


Henry Lessner, Mayor

