

**TOWN COUNCIL
MEETING MINUTES
November 6, 2012**

The Town Council met in regular session on Tuesday, November 6, 2012 at 6:30 p.m. at 372 Town Place, Fairview, Texas. Those present were Council Members John Fraser, Jim Cunningham, Ron Kasian, Henry Lessner, Sim Israeloff, Darion Culbertson, and Mary Price. Interim Town Manager, Julie Couch; Town Engineer, James Chancellor; Engineer In Training, Danielle Gregory; Community Development Manager, Ray Dunlap; Planning Director, Alan Efrussy; Assistant to the Town Manager, Adam Wilbourn; Senior Planner, Ken Schmidt; Management Intern, Tara Braas, and Town Attorney, Clark McCoy.

Mayor Israeloff called the meeting to order at 6:30 p.m. and declared a quorum was present. The council then adjourned into executive session.

At 7:30 p.m. Mayor Israeloff reconvened back into regular session and invited everyone to stand for the Pledge of Allegiance.

PRESENTATION TO CAROLYN SOMMERS ERICKSON:

Mayor Israeloff and council recognized Ms. Sommers Erickson for her 21 years of service and being the longest serving member of council. Mayor Israeloff thanked her for the amount of work and commitment to the development of the town.

Councilman Cunningham expressed his thanks and how she has impacted his life and how she got him involved with the town. Councilman Cunningham stated that Carolyn would find a way to do it no matter what it was. She is an innovative leader.

Councilman Culbertson stated that she taught him not to take the easy path and that easy isn't always the best policy.

Councilman Kasian stated that she is a go getter and will have a lasting effect.

Mayor Pro Tem Lessner commented that she has done what is best for the citizens and sets the bar high.

Councilwoman Price stated that her passion for the town is contagious and she has been a sounding board and mentor.

Councilman Fraser stated it will be hard to fill her shoes.

Ms. Sommers Erickson thanked everyone.

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 considered separately. A) Approve minutes of the October 9, 2012 regular council meeting. B) Approve minutes of the October 11, 2012 joint council meeting. C) Consider a resolution approving and authorizing the execution and delivery of a project payment agreement with Fairview Economic Development Corporation and the Fairview Community Development Corporation; approving the expenditure of funds by the corporations in connection therewith; and containing other provisions related thereto. D) Approve an ordinance ratifying the abandoning R-O-W within Tranquility Farms. E) Approve change order request regarding street project(s).

Councilman Cunningham pulled item A and Councilwoman Price pulled item B.

A motion was made Councilman Culbertson to approve items C, D, and E. Seconded by Councilman Fraser, with all in favor.

Councilman Cunningham stated in regards to item A that although the minutes reference him joining the meeting later on, it was noted that he was not there in the caption. Mayor Pro Tem Lessner asked for consistency that on page five and six to add last name behind Mayor Pro Tem.

Councilman Cunningham made a motion to approve item A. The motion was seconded by Mayor Pro Tem Lessner, with all in favor.

Councilwoman Price stated in regards to item B that on page three the last sentence should state that she agreed with Commissioner Powell's statement.

Mayor Pro Tem made a motion to approve item B. The motion was seconded by Councilman Culbertson, with all in favor.

PRESENTATION: SHOWDOWN HALF-MARATHON:

Libby Jones stated that the Showdown Half-Marathon was one of the largest in Collin County this year. It brought in 815 participants with roughly 700 finishing. Ms. Jones presented the town a check for \$900 for the Fairview Parks and Recreation department.

Councilwoman Price complimented the beauty of the course and how it pulled animals to the fence as the participants went through Oakwood. Mayor Israeloff agreed and stated that he also received many compliments.

EMERGENCY ACCESS EASEMENT: Consider and take action regarding an agreement with property owners concerning emergency access easement and private easement between Meandering Way and Creekwood North.

Mayor Israeloff stated that they are still under discussion and getting closer to an agreement between the neighborhood and the home owner.

No action was taken.

SUMMER HILL FARMS PARK AGREEMENT: Consider an agreement with Summer Hill Farms and the town regarding a park property agreement and take any necessary action.

Mr. Wilbourn stated that since the last council meeting, the HOA has had time to review and would like to move forward with the agreement. The town would take over maintenance of 1.3 acres of green space located on the south side of the subdivision entrance in addition to the open space on the north side. Mr. Wilbourn indicated that the area will be maintained at the same level of care as other areas of town.

Councilman Cunningham asked if the town needs to keep up the fencing. Mr. Wilbourn responded that the town can repair or take down based on the council's advisement.

Councilman Price made a motion to approve the agreement between the town and Summer Hill Farms regarding park property agreement subject to review and approval by the town attorney. The motion was seconded by Councilman Culbertson, with all in favor.

DEVELOPMENT PROJECT ON DENSITY: Discussion regarding development policy considerations concerning overall development project density in relation to minimum individual single-family lot sizes and take any necessary action.

Mr. Efrussy stated that bonus zoning was talked about at the October 11th work session and the consensus by council was not to address this zoning element, but to further evaluate average density development. Mr. Efrussy stated that the staff researched eight communities and provided that feedback within their packets along with potential elements that might be included for an average density single-family development process within Fairview. Mr. Efrussy requested council to discuss the information provided and then determine whether they wish to hold another joint work session, remand this item to the Planning and Zoning Commission, have staff bring back more information, discontinue any further addressing of these procedures, and/or have staff prepare a draft average density zoning procedure.

Mayor Israeloff asked council if they preferred in general, to continue to explore the concept of average density zoning or discontinue altogether.

Councilman Cunningham stated that they should strongly consider pursuing the concept since they are a few parcels left within town that this would affect. Mayor Pro Tem Lessner agreed and added that it would help and in some cases preserve the character of the land.

Councilman Kasian stated that he is not in favor of pursuing this concept and believes that they would be compromising the town's vision. He strongly believes in the town's Comprehensive Plan and doesn't believe there are many developable lots left in town that this would adversely affect. Councilman Kasian added that this also affects the residents and believes they should have input. Councilman Culbertson added that he agrees with Councilman Kasian and that if they continue to move forward with this item, that there should be a public hearing so that they can acquire citizen input before moving forward. Councilman Culbertson commented that this is a significant departure from the town's Comprehensive Plan, so the residents should have adequate input. Councilwoman Price also expressed that she is in opposition and if they move forward that they should have public hearings to allow citizen input.

Council had a lengthy discussion on how to proceed.

Councilman Cunningham made a motion to remand this question to the Planning and Zoning Commission so that can develop a proposed methodology to council for further consideration. The motion was seconded by Mayor Pro Tem Lessner, with all in favor.

Councilman Culbertson made a motion to ask the Planning and Zoning Commission when developing their methodology to provide conceptually for the option to say no, so that the average density development will be a permitted use by right, but offered through some planning mechanism that would allow council to decline. The motion was seconded by Mayor Pro Tem Lessner, with all in favor.

ENVIRONMENTAL COMMITTEE/TREE BOARD UPDATE: Receive report from the Environmental Committee and Tree Board, and consider an amendment to the tree preservation ordinance and take any necessary action.

Paul Westbrook, Environmental Committee Chairman, stated that the committee has been reviewing codes and ordinances to see if anything needs adjusted or tweaked, proposed new programs, monitoring data on water and waste, and through the town's environmental newsletter, which allows them to provide education to the public. Mr. Westbrook stated that some of the committee's progress has included the storm water ordinance, the oil and gas drilling ordinance, which they saw no changes that needed to be made, and recently, the additional recommendation on protected trees that Mr. Rick Zampino helped compile. Mr. Westbrook stated that they also recently started looking at

the lighting ordinance and researching on how to make the neighborhood lights compliant with the town's ordinance, as well as the grass height ordinance. The town has lost many wild flowers due to mowing. Mr. Westbrook stated that there is a clause within the ordinance, but many didn't read that portion. The committee is evaluating whether or not there is a way to address this topic.

Mr. Westbrook stated that they recently implemented the electric charging stations. Mr. Wilbourn commented that they are primarily being used on the weekends and have been used roughly a dozen times. Mr. Westbrook stated that they have also looked at rebate incentives with the electric companies, especially with GCEC since they currently do not offer any. With the amount of bulk waste being tree trimmings, they are looking at solutions to keep this out of the landfill, i.e. composting. Mr. Westbrook talked about the water usage amongst residents and ways to improve recycling participation.

Mr. Wilbourn stated that the council is being asked to approve an update to the Appendix C of the Tree Preservation Ordinance. Appendix C lists the quality and marginal names of trees, which has been updated with recommendations by Rick Zampino to include native trees to Fairview.

Councilman Culbertson made a motion to approve the proposed amendment to the Tree Preservation Ordinance to include the updated list in each category. The motion was seconded by Mayor Pro Tem Lessner, with all in favor.

No action was taken on the Gas and Oil Drilling ordinance.

2013 SPRING HALF-MARATHON: Discussion regarding the town promoting a half-marathon in the spring of 2013 and take any necessary action.

Mr. Dunlap stated that due to the success of the Fairview Showdown Half-Marathon, the town would like to do a spring event, which would be named the 'Fairview Half'. The name would then be trademarked. Libby Jones, who directed the Showdown Half would take ownership of this one including costs to promote and conduct the race. They are looking at April 6th for the date, with a country theme, and staging would take place at Town Hall. Ms. Jones commented that she would like to see both of these events grow and have 1500-2000 participants for each.

Councilwoman Price made a motion to approve a spring half-marathon. The motion was seconded by Mayor Pro Tem Lessner, with all in favor.

SALARY CLASSIFICATION PLAN: Discuss and consider a request for proposal of a salary classification plan.

Ms. Couch stated that once a consultant is chosen, they will be brought to the next regularly scheduled council meeting or a special meeting if needed to discuss the classification process and answer any questions. Once the market recommendations have been developed, the Council would again have the opportunity to review those recommendations and ask questions. Ms. Couch stated they are targeting for the study to be completed by the end of April.

Councilwoman Price asked if the staff evaluations and raises had been given. Ms. Couch replied that the 2.5% raises are tied to the market study and they need those recommendations in order to make any necessary adjustments. Councilman Price asked if the raises will be retrofit back to October. Ms. Couch indicated it will depend on the plan and the implementation process.

Mayor Pro Tem Lessner asked if there will be job descriptions with salary ranges. Ms. Couch replied there will be list of classifications and descriptions done along with recommendations on how to implement those recommendations based on the surrounding competitive market.

Councilwoman Price made a motion to approve moving forward with the RFP. The motion was seconded by Councilman Kasian, will all in favor.

NEW WEBSITE UPDATE: Discuss status of updated website and take any necessary action.

Bill Baxter gave an update regarding the town's new website, how it is more visually pleasing, and tweaking a few pages before going live. Mr. Baxter encouraged council to review and help find any corrections that may need changed.

Councilman Culbertson asked if the site is optimized in its current format and if there was a plan on when it would be launched. Mayor Israeloff asked when it would go live also. Mr. Baxter responded that it is optimized and looks wonderful on a tablet or iPad, and hoping to go live within another week.

Mayor Israeloff suggested providing an email blast out to the residents to notify them of the change and Mayor Pro Tem Lessner suggested a welcome banner on the home screen or within the newsletter also.

Council was complimentary on the new site.

ANNUAL COUNCIL RETREAT: Discuss annual council retreat and take any necessary action.

Ms. Couch recommended that the council retreat take place in January and asked council for their input on location, and how they would like to see it conducted. Ms. Couch added that she would like to see the council discuss long range strategic planning with staff participation.

Councilman Fraser stated early January would be better. Mayor Pro Tem Lessner suggested having it at the church, which is the same location as last year. Councilwoman Price and Culbertson liked the idea of having it at the church again.

Ms. Couch stated that she would send out an email with date suggestions and options.

TOWN MANAGER POSITION: Discuss and consider an approval of a contract for the Town Manager position and take any necessary action.

Mayor Israeloff stated that many of you know that the appointment comes at the end of a lengthy search effort carried out by Chuck Rohre of The Waters Consulting Group. The search drew applicants from all around Texas and several other states, which is a testament to just how well Fairview and its operations (and employees) are regarded outside the town. After an extensive series of reviews, background checks and questionnaires the pool was narrowed to twelve semi-finalists and then five finalists including Julie. The council held a full day of interviews with each finalist including Julie to ensure that everyone was considered on an equal footing. Julie simply stood out from the rest of the applicants and was the unanimous top choice. We are delighted that she has agreed to stay on as the full time manager.

I would like to thank everyone again who offered comments, suggestions and ideas for questions to the candidates. Many of them were used during the search process. Please help us congratulate Julie and welcome her as a permanent part of the Fairview family

Ms. Couch stated that she has enjoyed the last five months; it is a great town and staff, and she looks forward to the future.

Mayor Pro Tem Lessner made a motion to approve a contract to appoint Julie Couch as Town Manager. The motion was seconded by Councilman Kasian, with all in favor.

CITIZENS INPUT:

No comments were made.

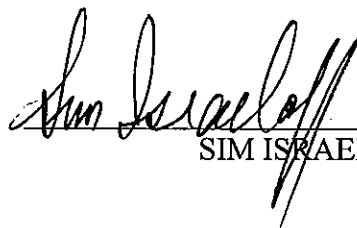
REPORTS FROM STAFF/TOWN COUNCIL: Receive reports from Staff or the Town Council about items of community interest.

Mr. Dunlap stated the tree lighting within the Village At Fairview is taking place on Friday, November 16th and Down Under Pub is having ladies night out on Thursday, November 8th.

Ms. Couch reminded council that the TML conference is next week and there will be a reception following on Thursday that is being hosted by Wolfe, Tidwell & McCoy, L.LC.

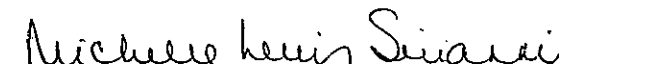
Mr. Efrussy reminded everyone that Veterans Day is Sunday, November 11th.

Mayor Israeloff adjourned the meeting at 9:43 p.m.



SIM ISRAELOFF, MAYOR

ATTEST:


Michelle Lewis Sirianni, Town Secretary

