

**TOWN COUNCIL
MEETING MINUTES
January 8, 2013**

The Town Council met in regular session on Tuesday, January 8, 2012 at 6:30 p.m. at 372 Town Place, Fairview, Texas. Those present were Council Members John Fraser, Jim Cunningham, Henry Lessner, Sim Israeloff, Darion Culbertson, and Mary Price. Town Manager, Julie Couch; Town Engineer, James Chancellor; Engineer In Training, Danielle Gregory; Community Development Manager, Ray Dunlap; Assistant to the Town Manager, Adam Wilbourn; Senior Planner, Ken Schmidt; Town Secretary, Michelle Lewis Sirianni; and Town Attorney, Pete Eckert. Councilman Ron Kasian was absent.

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 7:35 p.m. Mayor Israeloff reconvened back into regular session and invited everyone to stand for the Pledge of Allegiance.

PRESENTATION TO LOVEJOY ISD LADIES VOLLEYBALL TEAM:

Mayor Israeloff introduced and acknowledged each of the ladies of the Lovejoy volleyball team and congratulated them on the success and accomplishments of their season. Mayor Israeloff read off a proclamation indicating how the team has won its fifth straight state title. The council expressed how proud they were of the team and how they provide recognition and desirability to the town.

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 December 4, 2012 regular council meeting. B) Approve an Oncor easement on open space land dedicated to the town in the Villas in the Park, Phase I subdivision.

Councilman Culbertson made a motion to approve items A and B. Mayor Pro Tem Lessner seconded that motion and the motion was unanimously approved. Councilman Cunningham abstained from item A due to being absent from that meeting.

SALARY CLASSIFICATION PLAN/BENEFITS PLAN STUDY: Receive presentation for Public Sector Personnel Consultants regarding the town's salary classification plan/benefits plan study and consider approving a contract for the project.

Mrs. Couch introduced this item stating that town staff received four proposals and three firms were interviewed. Based on the interviews and submitted proposals, the staff is recommending Public Sector Personnel Consultants for the project. Mrs. Couch stated that the total cost of the project is not to exceed \$23,500.

Matt Weatherly, president and project manager of Public Sector Personnel Consultants, gave a presentation regarding the study requested by the town. Mr. Weatherly stated that they will be completing a study for the Town employees that will include total compensation, job descriptions, pay ranges, and an evaluation performance system. Mr. Weatherly indicated that the position classification system will be designed to develop a process to identify the needs as the town grows or if departments need to be restructured along with recommended job titles for every employee. A compensation survey will be completed to compare the town's salary and benefits with comparative employers, along with establishing a formal pay structure with minimum and maximum payouts for each job title. Mr. Weatherly stated the policy development is intended to be objective and sustainable and in range to maintain the market.

Councilman Cunningham asked if they will account for market demands including longevity, and if the employees will have probation periods. Mr. Weatherly responded yes to both and that probation periods were usually priorities for towns to include.

Councilman Fraser asked how much detail would be included with the compensation study. He recommended that in order to receive valid information that the town be compared to other cities/towns that are of similar size, geographically and demographically. Councilman Fraser commented that due to the town's smaller staffing levels comparative to others, he questions if the study will be cost effective and worthwhile. Mr. Weatherly replied that the study will be objective and by doing the comparison study, the council will gain understanding of the dynamics of the staffing, service, and education levels. The intent is to provide the town with a total compensation plan that will allow the town to make good sound decisions. Councilman Fraser asked what is the shelf life of the study and if they will need to do an update at any point. Mr. Weatherly responded that the biggest component is performance planning and advised revisiting the study every two to three years. However, Mr. Weatherly indicated that he leaves the tools/resources with the town to do this on their own and that they do not have to use the consultants unless they want.

Councilman Culbertson asked what the timing for completion is and how is it implemented. Mr. Weatherly stated that he is projecting completion before May 1, 2013. Mr. Weatherly stated that he would like to bring back a list to the February council meeting regarding initial comparisons, and any input from council is helpful.

Mayor Israeloff suggested using Park Cities. Mayor Pro Tem Lessner added cities like South Lake, Argyle, Colleyville, and Heath to be included.

Mayor Pro Tem Lessner made a motion to approve a contract with Public Sector Personnel Consultants not to exceed \$23,500. Councilwoman Price seconded that motion and the motion was unanimously approved.

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 discussions continue and the residents of the neighborhood received a survey asking for their input with the town continuing to help facilitate an agreement. However, no final decision has been made at this time.

Michael Pezzulli, 880 Country Club Road, stated that he has been helping to facilitate an agreement and stated that they are very close. Mr. Pezzulli stated that there should be a resolution within the next thirty days.

No action was taken.

TMRS RETIREMENT ELIGIBILITY POLICY: Hold a public hearing and consider approving an ordinance modifying the town's TMRS retirement eligibility policy from 25 years to 20 years.

Mrs. Couch stated that 20 year retirement eligibility is standard in the region. It was approved in the 2012-2013 budget for the town to change from 25 to 20 year retirement town. The additional cost is approximately \$11,000. Mrs. Couch stated in order to make the change TMRS requires that a public hearing be held along with the adoption of an ordinance.

Mayor Israeloff opened the public hearing. No comments were made and the public hearing was closed.

Mayor Israeloff opened discussion to the council. Mayor Pro Tem Lessner asked if this was common. Mr. Eckert, town attorney, replied the 20 year is more common.

Councilman Cunningham asked if this included extending medical benefits. Mrs. Couch replied that the town is not large enough to be required to do this and currently does not. Councilman Culbertson suggested holding off on approving since the town was doing the benefits survey and wait until they receive the comparison study from Public Sector.

Councilwoman Price made a motion to approve an ordinance modifying the town's TMRS retirement eligibility policy from 25 to 20 years. No second was made; therefore, motion fails.

No further action was taken. It was agreed to review this with the compensation study.

DEVELOPMENT PROJECT 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. Schmidt introduced this item stating that there was continued interest in exploring the average density zoning. The town staff drafted a policy based on input that was addressed from the work session between the Planning and Zoning Commission and Town Council, as well as surveyed communities. Mr. Schmidt stated at the most recent Planning and Zoning Commission meeting the commission reviewed the draft Average Density guidelines. The commission was not interested in reducing the minimum lot size below one acre and do not believe this policy should apply to properties that are zone RE-1. The commission was comfortable with RE-1.5 lots being reduced to a minimum of one acre in size when applying this policy.

Mr. Schmidt stated at that same commission meeting, the commissioner's reviewed a Preliminary Plat which conformed to the RE-2 zoning district and met the subdivision regulations. The feedback from the commissioner's included enhancing the preservation, establishing minimum lot widths and provide flexibility with the building setbacks. The commission agreed that the setbacks should be consistent with the RE-1 zoning district, which would enhance ability to preserve trees and open space within a development. Mr. Schmidt stated the consensus of the Planning and Zoning Commission was that they were in support of using the Planned Center (PC) /Planned Development (PD) as the tool to implement the Average Density Policy.

Mr. Schmidt stated that staff would like the council to discuss further and provide additional feedback on the draft zoning procedure and requirements, and recommend that staff is permitted to proceed with drafting an Average Density ordinance, which shall be reviewed in public hearings by the Planning and Zoning Commission and Town Council.

Councilman Culbertson stated that he is still opposed to Average Density.

Councilman Fraser stated that he understands the intent and vision. He used the Oakwood subdivision as an example. Councilman Fraser stated that the idea being to protect the aesthetics and the details are up to the council; making it workable for each individual project. He stated that he is not opposed to moving forward with the policy if it is done so that it makes sense.

Councilman Cunningham agreed to move forward and that he was also in favor of the policy.

Mayor Pro Tem Lessner stated that he is in favor as long as they are not changing the density, protects the features of the land, and/or affects town services.

Councilwoman Price asked what the side setbacks were in the zoning district. Mr. Schmidt stated that RE-1 is 25', and RE-1.5, 2 and 3 are 50', and added that the recommendation is to have RE-1 setback regulations, but to place a minimum lot size on the acreage so that it will not have the essence of being a RE-1 zoning district. Councilwoman Price asked if the town was limiting themselves by listing amenities. Mr. Schmidt responded that the policy is used for preservation purposes and the amenities listed will allow for consideration to an applicant to use the Average Density zoning.

Mayor Israeloff stated that he is in favor of moving forward so long as they don't change the maximum zoning density, i.e. 'no lots less than'. He likes the idea of not having cookie cutter developments and providing guidelines to a developer. Mayor Israeloff recommended that the setbacks follow the RE-1 zoning district, making the FEMA regulations more explicit in regards to the qualifying acres, and including a phrase similar to what the Oakwood covenants include, which allows for the consideration of varying the setbacks to allow for creativity and prevents the houses being lined up in a row.

The general consensus of the council was to move forward.

Councilman Fraser made a motion to have staff prepare a proposed ordinance to be submitted to the Planning and Zoning Commission to consider amending the zoning ordinance with all requisite public hearings before the Planning and Zoning Commission and Town Council. Mayor Pro Tem Lessner seconded that motion. Motion passed with a 5-1 vote. Councilman Culbertson opposed.

CITIZENS INPUT:

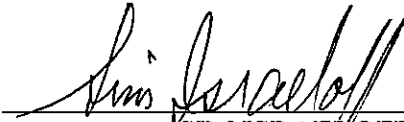
Michael Pezzulli, 880 Country Club Road, stated that Blake Orth, a cadet that he has mentored, has currently received the highest attainable award being promoted with the Spaaz award. Mr. Pezzulli requested the mayor to do the honors awarding Mr. Orth and if possible, for all of council to attend with a small ceremony/reception.

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

Mrs. Couch reminded council of the council/staff retreat on Friday, January 11th and 12th if needed, and asked council to forward their questionnaires back by Thursday.

Mayor Israeloff stated April 6th in noted for the Fairview Half Marathon and the Heard Museum has the Dinosaur exhibit through January.

Mayor Israeloff adjourned the meeting at 9:23 p.m.


SIM ISRAELOFF, MAYOR

ATTEST:


Michelle Lewis Sirianni, Town Secretary

