

**TOWN COUNCIL
SPECIAL MEETING MINUTES
THURSDAY, MARCH 31, 2016**

The Town Council had a quorum on Thursday, March 31, 2016 at 1:00 p.m. in order to tour several sites to review issues related to drainage. Those present for the tour were Mayor Pro Tem Henry Lessner as well as Councilmembers Ron Samuels, John Adler, Frank O'Reilly and Renee Powell; Councilmember Hendricks was absent and Mayor Culbertson was late. Staff present included Assistant to the Town Manager, Adam Wilbourn; Town Engineer, James Chancellor; and Town Secretary, Elizabeth Cappon. Robert Armstrong and John Ho represented Engineering firm Huitt-Zollars were also present on the tour. Additionally present throughout the tour were Fairview residents Jim Coats, Maryanne Simonsen and David Petefish.

The Council and Staff met at the first location of the tour to review issues related to drainage at a tract of land owned by M. Christopher located generally south of Sloan Creek along the east side of FM-1378, at 1:03 p.m.

The Council and Staff then traveled to the second location of the tour to review issues related to drainage at 1200 Camino Real. There they discussed drainage issues with resident Rich Hickman, 1220 Camino Real.

The Council and Staff then traveled to the third location of the tour to review issues related to drainage at 1280 Camino Real. There they discussed drainage issues with residents Ken Hardison, 1280 Camino Real and Jeff Marler, 1270 Camino Real.

The Council and Staff then traveled to the fourth location of the tour to review issues related to drainage at 1201 Farmstead Street. Mayor Darion Culbertson joined the tour at this location at 2:48 p.m. There they discussed drainage issues with residents Wayne and Kim Seaber, 1201 Farmstead St.

The Council and Staff then traveled to the fifth location of the tour to review issues related to drainage at 571 Kentucky Lane. There they discussed drainage issues with resident Justin Jinright, 571 Kentucky Lane.

The Council and Staff then returned to Fairview Town Hall. The Fairview Town Council convened their special session on Thursday, March 31, 2016 at 3:30 p.m. in Fairview Town Hall Council Chambers located at 372 Town Place. Mayor Culbertson called the meeting to order at 3:44 p.m. and declared a quorum was present.

Those present were Mayor Darion Culbertson, Mayor Pro Tem Henry Lessner as well as Councilmembers Ron Samuels, John Adler, Frank O'Reilly and Renee Powell; Councilmember Hendricks was absent. Staff present included Assistant to the Town Manager, Adam Wilbourn; Town Engineer, James Chancellor; Engineer-in-Training, Danielle Gregory; Police Chief, Granver Tolliver; Fire Chief, Jeff Bell; Chief Financial Officer, Jason Weeks; and Town Secretary, Elizabeth Cappon.

Mr. Chancellor gave a presentation on the engineering report related to Fire Station 1 and the Public Works facility. The Council and staff had an extended discussion regarding the repairs needed at Fire Station #1 with Mr. Chancellor, topics of discussion included structural building safety, wiring problems, temporary use of portable modular buildings, roof piers, replacement of HVAC systems, roof replacement, exhaust systems, firefighter safety, weather concerns, potential bond issues, sewer lines for the area around Fire Station #1 and carbon monoxide detectors.

The Council and staff selected Wednesday, April 13, 2016 as a date for a Special Council Meeting to discuss Fire Station #1 further after staff had evaluated pricing and timelines for potential options for temporary solutions.

Councilmember Powell made a motion to approve the expense related to an exhaust system for Fire Station #1. Councilmember O'Reilly seconded the motion and the motion was unanimously approved.

Chief Bell stated that he would get with their fire alarm vendor regarding a carbon monoxide detection system.

Mayor Culbertson stated the Council would take action on the Fire Station #1 modular building once options are presented at the April 13 Special Meeting. Mayor Culbertson welcomed any residents to comment on this agenda item.

Ron Kasian, 1241 Red Oak Trail, stated he had heard reasonable discussion during the meeting but wanted to comment for the record regarding the Fire Station #1 Condition Assessment Report. Mr. Kasian expressed his dissatisfaction regarding the handling of Fire Station #1, emphasizing a need for immediate remediation. Mr. Kasian stated he believed that the health, welfare and safety of the Town's first responders should be the Council's number one priority. Mr. Kasian additionally expressed his dissatisfaction over how conditions in Fire Station #1 were allowed to deteriorate over time. Mr. Kasian read multiple items from the Fire Station #1 Condition Assessment Report regarding health and safety issues. Mr. Kasian stated that many issues have been known by both Town staff and the Council since the time he was on the Town Council in the 1990s. Mr. Kasian stated he felt that the repairs had been funded through a previous CIP.

Mayor Culbertson asked for clarification as to why the exhaust system and other items were not requested during the prior year's budget process. Chief Bell stated that he believed they had been awaiting the results of the Condition Assessment Report before proceeding with repairs. Councilmember Samuels asked if there had ever been a Condition Assessment Report conducted by any prior Councils. Mr. Kasian stated that he was not aware of one. Councilmember O'Reilly stated he did remember some discussion of this during the budgeting process and that is why the Council decided to bring the consulting firm in to perform the report.

Ricardo Doi, 361 Spring Meadow, stated his additional dissatisfaction with the handling of Fire Station #1. Mr. Doi stated that he felt the prior Town Manager and Council had been aware of the issues. Mayor Culbertson stated that he felt he could not recall a time when the Council had

denied an item at Council requested by first responders, particularly items for their health and safety, as that has always been a priority of the Council. Mr. Doi stated his concern for the safety of the firefighters; he stated that he would not allow his employees to stay in such a building. Mr. Doi urged the Council to remove the firefighters from the building immediately. Mr. Doi stated that he had met with Chief Hawley of Allen and encouraged the Council to meet with him as well to discuss the use of portable buildings and other topics. Mr. Doi stated that he was happy that the Town is now taking action. Mr. Doi stated that he felt the plan had previously been to work on improving Station #1 after Fire Station #2 was constructed five years ago, he stated his disappointment that he felt the Town is now five years behind in this process.

Mayor Culbertson asked Mr. Doi if he spoke with Chief Bell or any Fairview first responders along with Allen's Chief Hawley. Mr. Doi stated that he had not spoken with Chief Bell or anyone at the Fire Station. Mr. Doi stated that given the levels of complexity, he believes the Town is overworking Chief Bell and the Town could benefit by speaking with Chief Hawley.

Mayor Culbertson stated that he believe Staff and the Council knows their next steps and that he would like to see Fire Station #1 on every Council agenda until a temporary solution is established. Chief Bell stated that he would work to have information for the Council at the upcoming regular meeting, if possible. Ms. Cappon stated that she would add it to the April meeting agenda.

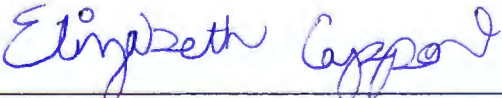
The Council and Staff had an extended discussed regarding the capital improvement program for fiscal years 2015-16 to 2025-26 including a possible bond issuance; potential Hart road improvements such as crosswalks, trails, choke points or stop signs; possible park grant funds from Collin County; and the delivery date for the new fire ladder truck.

Mayor Culbertson stated that the Council had to discuss some items regarding the facility needs assessment and planning study in executive session, therefore the Council would need wait until a later meeting to work on that item.

Mayor Culbertson adjourned the special meeting at 5:32 p.m., with the body to reconvene in joint session with the Board members of the Fairview Economic Development Corporation and Community Development at 6:00 p.m.



Darion Culbertson, Mayor



Elizabeth Cappon, Town Secretary

**TOWN OF FAIRVIEW
TOWN COUNCIL
ECONOMIC/COMMUNITY DEVELOPMENT CORPORATION
SPECIAL MEETING MINUTES
THURSDAY, MARCH 31, 2016**

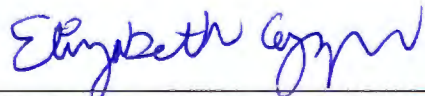
The Town Council met in special joint session with the Board members of the Fairview Economic Development Corporation and Community Development Corporation on Thursday, March 31, 2016 at 6:00 p.m. Councilmembers present were Mayor Darion Culbertson, Mayor Pro Tem Henry Lessner as well as Councilmembers Ron Samuels, John Adler, Frank O'Reilly and Renee Powell; Councilmember Hendricks was absent. EDC/CDC Board members present were President Warren Westburg, Vice Present Sim Israeloff as well as Board members Don Braun, Robert Herrema, Pam Little, Bill Nicol and Mary Price. Staff present included Assistant to the Town Manager, Adam Wilbourn; Economic Development Manager, Ray Dunlap; Planning Manager, Israel Roberts; Chief Financial Officer, Jason Weeks; Police Chief, Granver Tolliver; and Town Secretary, Elizabeth Cappon. Mayor Culbertson and President Westburg called the meeting to order at 6:02 p.m. and declared quorums were present.

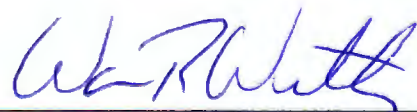
Mr. Westburg gave a presentation on the updated Strategic Plan implementation plan, which the EDC/CDC Board recently adopted, including the structure and recent history of the EDC/CDC, the Town's strengths and weaknesses, the hiring of a Marketing agency, a business incentive policy and a tax abatement policy.

The Council and the EDC/CDC Board had an extended discussion regarding the EDC/CDC Board's updated Strategic Plan including the 380 agreement, existing development versus new development, CPDD infrastructure, the EDC website and social media. Mayor Culbertson and Councilmember Adler stated their support for the EDC/CDC bringing forth a potential social media policy and execution plan to an upcoming Council meeting. Mr. Dunlap stated that the marketing agency is currently creating that.

Mayor Culbertson adjourned the meeting at 7:12 p.m.


 Darion Culbertson, Mayor


 Elizabeth Cappon, Town Secretary


 Warren Westburg, EDC/CDC President