

**TOWN COUNCIL
MEETING MINUTES
APRIL 4, 2017**

The Town Council met in regular session on Tuesday, April 4, 2017 at 6:00 p.m. at 372 Town Place, Fairview, Texas. Those present were Mayor Darion Culbertson; Mayor Pro Tem John Adler as well as Councilmembers Ron Samuels, Frank O'Reilly, Pam Little, Paul Hendricks and Renee Powell. Staff present included Town Manager, Julie Couch; Assistant to the Town Manager, Adam Wilbourn; Chief Financial Officer, Jason Weeks; Planning Manager, Israel Roberts; Town Engineer, James Chancellor; Public Works Manager, Aron Holmgren; Police Chief, Granver Toliver; Town Secretary, Elizabeth Cappon; and Town Attorney, Clark McCoy.

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 Section 551.071: consult with legal counsel, Section 551.072: property acquisition, Section 551.074: personnel and Section 551.087: economic development negotiations.

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

APPOINTMENTS AND REPORTS: McKinney Independent School District Superintendent, Dr. Rick McDaniel gave a presentation on the State of McKinney ISD to the Council.

The Council and Dr. McDaniel had an extended discussion regarding future growth in the Town and the possibility of building an elementary school within the Town. Dr. McDaniel stated a willingness to work with Town staff to plan for that possibility but stated the growth numbers would need to be higher than they are currently for Fairview to be a likely new school location.

Cody Cunningham, Chief Communications and Support Services Officer, spoke with the Council regarding the marketing of the school district and how they are working to change perceptions of the district.

Lovejoy High School Independent Studies student, Ella Luebbe, gave a presentation on short stories she has authored.

Mr. Wilbourn introduced a report from Bill Baxter, Chairman of the Technology Advisory Committee, related to a recommendation for a technology survey and related items. Mr. Wilbourn stated that the Town previously conducted a survey in 2008. Chairman Baxter stated that the prior survey data was used when meeting with internet service providers (ISPs) and cellular service providers to discuss services in the Town. Chairman Baxter expressed an interest in gathering fresh data with a new 15-20 question survey utilizing both new and old questions about emerging technology. Chairman Baxter stated that the survey would be online and advertised through the website, magazine and HOAs.

Mayor Culbertson asked Chairman Baxter what he felt were the biggest technological issues in the Town. Chairman Baxter stated gaps in reliable internet service in certain subdivisions.

Councilmember Adler stated that the survey would also be used to find out resident concerns that the Committee may not already be aware of as well as what the Town could be doing better.

Councilmember O'Reilly made a motion to authorize the Technology Committee to conduct a technology survey. Councilmember Powell seconded the motion and the motion was unanimously approved.

PROCLAMATIONS, RECOGNITION AND AWARDS: Mayor Culbertson presented a proclamation to the Turning Point, Rape Crisis Center for Collin County, declaring the month of April as Sexual Assault Awareness and Prevention Month in the Town of Fairview.

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 February 7, 2017, regular Council meeting. B) Approve the minutes of the February 8, 2017, special Council meeting. C) Approve a resolution suspending the effective date of a requested rate change by Oncor Electric Delivery Company, LLC to allow Town staff to cooperate with the Steering Committee to establish reasonable rates. D) Approve a resolution authorizing continued participation with the Oncor Cities Steering Committee and payment of assessed dues for 2017. E) Approve an ordinance repealing Ordinance 2015-7. F) Approve an ordinance amending Ord. 2015-33 and ratifying the change in the number of members of the TIRZ #1 Board of Directors from five to six. G) Approve moving the regular July Council meeting date to Wednesday, July 5, 2017, due to the Independence Day holiday. H) Take action on a request for approval of a Final Plat for the Woodland Farm Estates Addition. The 20.7-acre tract of land is located north of Old Stacy Road, between Collinwood Dr. and Lakewood Dr. and is zoned for the (RE-2) Two-acre Ranch Estate District. Applicant: Doug Mousel, LandPlan Development. (FP2017-01). Councilmember Hendricks made a motion to approve the consent agenda. Councilmember Powell seconded the motion and the motion was unanimously approved.

TOWN ROAD MAINTENANCE: Mr. Holmgren gave a presentation on agenda item 6(a) regarding the Town's road maintenance program. The Council and Mr. Holmgren had an extended discussion regarding the Town's road maintenance program. Mr. Holmgren recommended utilizing two coats of sand seal over the chip seal previously used on Lakewood Drive due to the success of the one sand seal coat on Young Trail.

Beth Hansen, 500 Lakewood Drive, stated that Lakewood Drive has lost a lot of loose rock, making the surface uneven. Ms. Hansen stated her concern that two layers would not be enough to even the waves in the road out.

Mr. Holmgren stated that he felt the sand seal would be the best possible surface for maintaining a 30-year old road rather than building a new road. Mr. Holmgren added that while he felt two coats would be enough, if citizens weren't satisfied after that, additional coats could be added as long as time is allowed between the coats.

Ms. Hansen stated concerns about cost effectiveness if it needs additional coats. Mr. Holmgren stated that even with four coats a sand seal would still be the most cost effective method.

Mayor Culbertson asked Ms. Hansen for her feedback on Young Trail. Ms. Hansen stated that she was very satisfied with the product on Young Trail and she wished it was what the Town used originally on Lakewood Drive. Ms. Hansen stated her concern that as Lakewood Drive has pieces flaking off, she did not feel the sand sealing process would be enough.

Mayor Culbertson asked if the contractor from Young Trail would likely bid on it as the feedback from residents was good. Mr. Holmgren stated he probably would be one of the quotes. Ms. Couch added that Staff would use a quote process with specifications rather than a public bid process to ensure an experienced contractor. Mr. Holmgren stated the sand seal process would start about one to two months after getting quotes on the project. Ms. Couch stated that Staff would be sure to communicate with residents in a similar manner as they did with Young Trail regarding the project.

COLLIN COUNTY ROADWAY ACTION PLAN: Discuss and take any necessary action regarding the Collin County Roadway Action Plan and related matters.

Ms. Couch provided an update on agenda item 6(b) regarding the Collin County Roadway Action Plan. Ms. Couch stated that the County Commissioner's Court, TxDOT and NCTCOG are concurrently working on future roadway planning. Ms. Couch stated that Staff recently met with NCTCOG regarding potential north-south reliever routes in Collin County. Ms. Couch added that the NCTCOG recently found that none of their potential routes could serve as a reliever route for traffic on U.S. 75. Ms. Couch stated that Mayor Culbertson is interested in meeting with the Mayor of Lucas again.

Ms. Couch stated that at an upcoming Council meeting, the Council will discuss whether to formally issue support for the County's upcoming bond election, once more details regarding the plan are available to staff.

Ms. Couch described plans to convert the existing HOV lane to a peak hours lane. Ms. Couch stated that the Ridgeview overpass widening and reconstruction has been funded as part of this process and the design work has begun.

RESOLUTION OPPOSING TAX REVENUE CAPS: Consider, discuss and take any necessary action regarding a resolution stating opposition to current state bills proposing tax revenue caps.

Ms. Couch gave a presentation on agenda item 6 (c) regarding a resolution stating opposition to current state bills proposing tax revenue caps. Ms. Couch explained current bills in front of the state legislature that would limit the Town's ability to collect property tax revenue. Ms. Couch explained that school district taxes are the majority of the property tax burden due to a lack of state funding and municipal taxes only make up about 16 percent of property taxes. Ms. Couch stated the potential bills remove local control without addressing school or hospital district taxes, just municipal property taxes.

The Council and Ms. Couch had an extended discussion regarding property tax and school funding reform. Councilmember Little suggested sending the resolution not just to our representative but to all local representatives.

Councilmember Little made a motion to approve a resolution stating opposition to current state bills proposing tax revenue caps. Councilmember Adler seconded the motion and the motion was unanimously approved.

INCLEMENT WEATHER PREPAREDNESS: Hear an update from staff regarding inclement weather preparedness, general preparedness and public education; consider, discuss and take any necessary action.

Mr. Wilbourn gave a presentation to the Council on agenda item 6(d), inclement weather preparedness, general preparedness and public education. Mr. Wilbourn stated that the Town adopted the Collin County Emergency Management Plan in the late 1990s. Mr. Wilbourn stated that due to the length of the Collin County plan, the Town adopted its own basic version of the emergency management plan for the Town. He stated that the plan assigns department and individual responsibilities during an emergency. Mr. Wilbourn stated that this plan is reviewed by staff annually for updating.

Mr. Wilbourn discussed communication methods including the Town website, the Town magazine, the Nixle Notification system for SMS and email alerts. Mr. Wilbourn stated that the City of Wylie dispatch agreement includes Nixle weather notifications to the Town. Mr. Wilbourn stated that the Town currently has 1229 text message Nixle subscribers. Mr. Wilbourn added that FEMA preparedness guides on are posted on the Town website.

Mr. Wilbourn stated that once all the members of the Council have completed their NIMS training, Staff would like to conduct tabletop exercises of different scenarios.

Mayor Culbertson suggested working with the local churches in the case of an emergency, Mr. Wilbourn stated that Staff is currently reviewing potential agreements that would reflect the minimum legal requirements for providing various services. Mr. Wilbourn added that the County has some established agreements that could accommodate up to 200 people.

Councilmember Adler asked about the tabletop exercise schedule. Ms. Couch stated that the soonest would like be in the fall after the start of the new fiscal year in order to be ready for spring 2018. Councilmember Adler encouraged the rest of the Council to complete the NIMS and ICS trainings. Ms. Couch stated that it takes a couple hours but can be completed online.

TOWN MAGAZINE AGREEMENT: Consider, discuss and take necessary action to authorize the Town Manager to enter into an agreement with Community News Connection for the Town magazine.

Mr. Wilbourn gave a presentation on agenda item 6(e) regarding authorizing the Town Manager to enter into an agreement with Community News Connection for the Town magazine.

Mr. Wilbourn stated that the Town magazine vendor had initiated the cancellation clause in the Town's contract, as the magazine was unable to secure enough advertisers to keep the free publication profitable. Mr. Wilbourn added that the new contract still would only be a slight increase over what the Town previously spent on the magazine when it was previously a black and white in-house 4 page newsletter.

Councilmember Adler and Mr. Wilbourn discussed the advertising prices in the magazine.

The Council and Staff discussed whether the Town's publication could be combined with the Heritage Ranch Reporter. Mr. Wilbourn and Ms. Couch discussed prior review of that topic and the issues of potentially combining a public and private publication.

Councilmember Samuels made a motion to authorize the Town Manager to enter into an agreement with Community News Connection for the Town magazine. Councilmember Powell seconded the motion and the motion was unanimously approved.

MCKINNEY AIRPORT UPDATE: Consider and discuss an update from Councilmember Hendricks regarding the McKinney Airport Advisory Committee's update to the Airport Master Plan and Layout Plan.

Councilmember Hendricks provided an update on agenda item 6(f) regarding an update from the McKinney Airport Advisory Committee meeting. The Council discussed the Airport Master Plan and Layout Plan update.

Councilmember Hendricks stated that he attended both the Committee meeting and public information workshops in March and he recommended that the residents attend any future meetings. Councilmember Hendricks stated that the Town Secretary would post both his presentation as well as the Airport's presentations to the Town website.

Councilmember Hendricks discussed the possibility of getting an updated noise study.

BOARDS/COMMISSIONS: Discuss boards and commissions and take any necessary action.

Ms. Couch stated that earlier in meeting, the Council ratified adding an additional position to the TIRZ Board, which will be appointed by the County. Ms. Couch stated that the first meeting of the TIRZ Board would be in the next couple months.

Ms. Couch added that the Capital Improvement Planning subcommittee would also start meeting soon.

CITIZEN INPUT:

Cody Hooper, 491 Bluebird, discussed the cost effectiveness of cheaper road maintenance when the repairs do not last for an extended period of time.

REPORTS FROM STAFF: Mr. Weeks provided a report on agenda items 8(a) regarding the monthly financial reports ending February 28, 2017 including a lack of sales tax increases, the increased warrant roundup results and the building permit activity.

Mr. Chancellor provided an update on agenda item 7(b) regarding the Stacy Road Construction.

Mr. Chancellor stated that the Town will continue communicating with the schools and neighborhoods regarding any intersection changes. He added that the switchover to the new lanes would likely occur in middle to late May.

Ms. Couch provided an update on agenda item 7(d) regarding facilities planning. Ms. Couch stated that Staff has been conducting site visits with the Fire Department and Public Works. She added that the Council would likely hold a Special Council meeting soon to review designs.

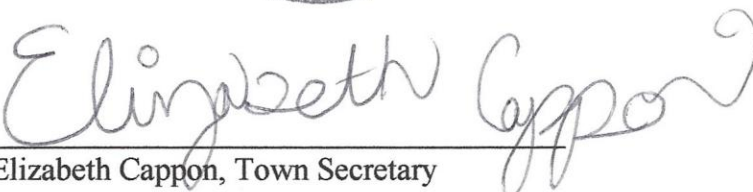
Ms. Couch stated that the Town was out for proposals for the Construction Manager at Risk (CMAR) and that proposals are due on April 17, so that contract will be up for approval at the May meeting.

Mayor Culbertson thanked Councilmember Samuels for his service as it was his last meeting as a Councilmember.

Mayor Culbertson adjourned the meeting at 10:14 p.m.




Darion Culbertson, Mayor


Elizabeth Cappon, Town Secretary