



**City of New Fairview  
City Council  
Regular Meeting Minutes  
999 Illinois Lane  
Monday, March 18, 2024**

**CITY COUNCIL  
Mayor John Taylor  
Mayor Pro Tem Steven King  
Place 1 Councilman Harvey Lynn Burger  
Place 3 Councilwoman Sarah Adams  
Place 5 Councilman Richard Greene**

**City Staff  
Brooke Boller, City Secretary  
Susan Greenwood, Deputy City Secretary  
Roberta (Robin) Cross, City Attorney – Virtual**

**Absent  
Place 2 Councilman Peter Kozlowski  
John Cabrales Jr, City Administrator**

**WORK SESSION**

1. Call to Order and Determination of Quorum (**Work Session called to order by Mayor John Taylor at 6:35 pm; Roll Call with the above-mentioned names.**)
2. Receive a report and hold a discussion regarding revisions to the Personnel Policy and Procedure Manual.  
**The council heard from Deputy City Secretary Susan Greenwood and City Attorney Robin Cross in regards to changes to the Personnel Policy and Procedures. The council advised staff to move forward with the changes to sections 1,6,8 & 16.**
3. Adjournment  
**Motion: Councilwoman Sarah Adams  
Second: Councilman Harvey Lynn Burger  
Vote: All in Favor  
Result: Work Session adjourned at 7:55 pm.**

**REGULAR SESSION**

1. Call to Order and Determination of Quorum (**Regular Session called to order by Mayor John Taylor at 6:00 pm; Roll Call with the above-mentioned names.**)
2. Pledge to the Flags.
  - A. United States of America

B. Texas Flag Honor the Texas Flag, I pledge allegiance to thee, Texas, one state under God, one and indivisible.

3. Announcements & Special Recognitions: The agenda shall provide a time when proclamations, recognitions, general reports, and updates may be presented by the City Council.
4. City Administrator's Report: The City Administrator's Report may provide information on status of current city projects and other projects affecting the City, meetings and actions of the city's boards and commissions, upcoming local community events, including but not limited to departmental operations and capital improvement project status. No action will be taken with respect to this report.
5. Public Comment: The City Council invites persons with comments or observations related to city issues, projects, or policies to briefly address the City Council. Anyone wishing to speak should sign in with the City Secretary before the beginning of the City Council Meeting. In order to expedite the flow of business and to provide all citizens with the opportunity to speak, there is a three-minute limit on any person addressing the City Council. State law prohibits the City Council from discussing or taking action on any item not listed on the posted agenda.
6. Consent Agenda: All matters as Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. An item can be removed from the consent agenda by the City Administrator, Mayor, or any member of the City Council and will be considered after approval of the consent agenda.

A. Approve the City Council Meeting minutes for March 4, 2024.

**Motion: Councilwoman Sarah Adams**

**Second: Mayor Pro Tem Steven King**

**Vote: All in Favor**

**Result: Council approved the minutes for March 4, 2024.**

7. New Business: All matters listed in New Business will be discussed and considered separately.
  - A. Receive, consider, and act on a Resolution amending the Professional Services Agreement with Westwood Professional Services Inc., for engineering services as the City's contract engineer.

**Motion: Mayor Pro Tem Steven King**  
**Second: Councilman Richard Greene**  
**Vote: All in Favor**  
**Result: Council approved a Resolution amending the Professional Services Agreement with Westwood Professional Services Inc., for engineering services as the City's contract engineer.**
  - B. Receive, consider, and act on a Resolution approving a Professional Services Agreement with Westwood Professional Services Inc., for engineering services for an alignment study for a connection point with the City of Justin and providing a water model for sizing of infrastructure for this connection.

**Motion: Councilman Richard Greene**  
**Second: Councilwoman Sarah Adams**  
**Vote: All in Favor**  
**Result: Council approved a Resolution approving a Professional Services Agreement with Westwood Professional Services Inc., for engineering services for an alignment study for a connection point with the City of Justin and providing a water model for sizing of infrastructure for this connection.**

- C. Receive, consider, and act on a Memorandum of Understanding between the Cities of Aurora, Boyd, New Fairview, and Rhome, and Wise County, resulting from the Joint Resolution where each party agreed to contribute ten thousand dollars to cover expenses associated with seeking regional water and wastewater solutions.

**Motion: Councilman Richard Greene**

**Second: Councilwoman Srah Adams**

**Vote: All in Favor**

**Result: Council approved a Memorandum of Understanding between the Cities of Aurora, Boyd, New Fairview, and Rhome, and Wise County, resulting from the Joint Resolution where each party agreed to contribute ten thousand dollars to cover expenses associated with seeking regional water and wastewater solutions.**

- D. Receive, consider and act on appointing members to the Planning and Zoning Commission.

- **Tabled**

- E. Receive, consider, and act on appointing members to the Parks and Recreation Board and the Keep New Fairview Beautiful Committee.

- **Tabled**

8. Executive Session: Recess to Executive Session to discuss matters relating to real property pursuant to §551.072, Texas Government Code; deliberation of economic development negotiations pursuant to §551.087, Texas Government Code; discuss personnel matters pursuant to §551.074, Texas Government Code; discuss IT network or critical infrastructure security pursuant to §551.089, Texas Government Code; and to consult with the City Attorney pursuant to §551.071, Texas Government Code. The Council may go into closed session at any time when permitted by Chapter 551, Texas Government Code or Chapter 418, Texas Tax Code. Before going into closed session, a quorum of the Council must be present, the meeting must be convened as an open meeting pursuant to proper notice, the presiding officer must announce that a closed session will be held and must identify the sections of Chapter 551 or 418, Texas Government Code authorizing the closed session.

**The council left for executive session at 6:15 pm.**

1. § 551.071(2): Consultation with the City Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act regarding:

1. Employment Agreement for John Cabrales, Jr.

- **No Action**

2. Possible property acquisition that is east of South County Line, West of FM 407 and North of Dove Hollow Lane.

- **No Action**

2. §551.074: (a) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee:

1. Employment Agreement for John Cabrales, Jr.

- **No Action**

3. Section 551.072: to deliberate the purchase, exchange, lease, or value of real property.

1. Possible property acquisition that is east of South County Line, West of FM 407 and North of Dove Hollow Lane.

- **No Action**

9. Return to Open Session: Discuss and take appropriate action, if any, resulting from the discussions conducted in Executive Session.

**The Council returned to open session at 6:31 pm.**

10. Mayor & Council Member Announcements: The City Council may hear or make reports of community interest provided no action is taken or discussed. Community interest items may include information regarding upcoming schedules of events, honorary recognitions, and announcements involving imminent public health and safety threats to the city. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

**Reminder that the City & New Fairview Fire Rescue were hosting an Easter Egg Hung at the City Park Saturday March 23, 2024 from 9am -11am.**

11. Adjournment

**Motion: Councilman Richard Greene**

**Second: Councilwoman Sarah Adams**

**Vote: All in Favor**

**Result: Work session adjourned at 6:35pm.**

**MINUTES APPROVED ON THIS, THE 1ST DAY OF APRIL 2024**

  
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John Taylor, Mayor

  
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Brooke Boller, City Secretary

