



**City of New Fairview  
City Council  
Regular Meeting Minutes  
999 Illinois Lane  
Monday, May 20, 2024**

**CITY COUNCIL  
Mayor John Taylor  
Mayor Pro Tem Steven King  
Place 1 Councilman Harvey Lynn Burger  
Place 2 Councilman Peter Kozlowski  
Place 3 Councilwoman Sarah Adams  
Place 5 Councilman Richard Greene  
Place 5 Alisa Scheps**

**City Staff  
John Cabrales Jr, City Administrator  
Brooke Boller, City Secretary  
Roberta (Robin) Cross, City Attorney – Virtual**

**WORK SESSION**

1. Call to Order and Determination of Quorum (per Texas Election Code Sec. 67.004) **(Work Session called to order by Mayor John Taylor at 6:00 pm; Roll Call with the above-mentioned names.)**
2. Proclamation for outgoing council members.
3. Formal swearing-in and seating of Council Members Places 1, 3 and 5.
4. Discuss, consider, and act on the appointment of the Mayor Pro Tempore.  
**Motion: Councilman Peter Kozlowski  
Second: Councilwoman Sarah Adams  
Vote: All in Favor  
Result: Council approved the appointment of Steven King as Mayor Pro Tem for the next year.**
5. Receive a report and hold a discussion regarding code enforcement and public works activities.  
**Council received a presentation from City Administrator John Cabrales Jr.**
6. Receive a report and hold a discussion regarding an update on the City's Strategic Plan.  
**City Administrator John Cabrales Jr gave a presentation to Council. Council suggested staff update the website to reflect the weekly update.**
7. Adjournment  
**Motion: Councilman Peter Kozlowski  
Second: Councilwoman Sarah Adams  
Vote: All In Favor  
Result: Council adjourned the Work Session was adjourned at 9:41pm.**

**REGULAR SESSION**

1. Call to Order and Determination of Quorum (**Regular Session called to order by Mayor John Taylor at 6:34 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.

**Council heard from**

**Morgan Tecmire – Discussed the drainage issues and the park within Fairview Meadows.**

**Ricky Jones – Discussed concerns with getting rid of Just Fire and EMS on the Denton County side of New Fairview.**

**Deborah Greene – Discussed issues with Council (May 6<sup>th</sup> meeting), satisfaction with staff and Pioneer Rd.**

**Richard Greene – Discussed support for John Cabrales, Fairview Meadows Amendment and Pioneer Rd.**

**Jay Begwa, Reetu Saini and Rajwinda Saini – Discussed ongoing issues Kusins gas station is experiencing.**
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 April 15, 2024.
  - B. Approve the January and February 2024 Financial Reports.

**Motion: Councilman Peter Kozlowski**

**Second: Councilwoman Sarah Adams**

**Vote: All in Favor**

**Result: Council approved the City Council minutes for April 15, 2024 as well as the January and February 2024 Financial Reports.**
7. New Business: All matters listed in New Business will be discussed and considered separately.
  - A. Receive, consider, and act on moving forward with partial reconstruction of Pioneer Road at FM 407 per the anticipated issuance of the Texas Department of Transportation permit.

**Motion: Councilwoman Alisa Scheps**

**Second: Councilwoman Sarah Adams**

**Vote: All in Favor**

**Result: Council approved with the moving forward with bidding out the reconstruction of Pioneer Road at FM 407 per the issuance of the Texas Department of Transportation permit.**

**B. Receive, consider, and act on matters involving Fairview Meadows**

- a. Receive, consider, and act on the Third Amendment to the Development Agreement for Fairview Meadows.

**Motion: Councilman Peter Kozlowski**

**Second: Councilwoman Alisa Scheps**

**Vote: For – Councilman Peter Kozlowski, Councilwoman Sarah Admas, Mayor Pro Tem Steven King, Councilwoman Alisa Scheps**

**Against – Councilman Harvey Lynn Burger**

**Result: Council approved the Third Amendment to the Development Agreement for Fairview Meadows in final form as approved by the City Attorney.**

- b. Receive, consider, and act on the Agreement for Construction, Funding, and Escrow of Funds for Pioneer Road.

**Motion: Councilman Peter Kozlowski**

**Second: Councilwoman Alisa Scheps**

**Vote: For – Councilman Peter Kozlowski, Councilwoman Sarah Admas, Mayor Pro Tem Steven King, Councilwoman Alisa Scheps**

**Against – Councilman Harvey Lynn Burger**

**Result: Council approved the Agreement for Construction, Funding, and Escrow of Funds for Pioneer Road in final form as approved by the City Attorney.**

**C. Receive, consider, and act on the appointing of Naming Review Committee to review a Naming Application that has been submitted to the City.**

**Motion: Mayor Pro Tem Steven King**

**Second: Councilwoman Sarah Adams**

**Vote: All in Favor**

**Result: Council moved to appoint a Naming Review Committee to review the Naming Application submitted by Jaime T. Chacon that consists of the following individuals:**

- 1. John Taylor, Mayor**
- 2. Peter Kozlowski Council Member**
- 3. John Cabrales Jr (Staff)**
- 4. Susan Greenwood (Staff)**
- 5. Deborah Greene (Park Board Member)**
- 6. Christine Waldie (Park Board Member)**

**D. Receive, consider, and act on a Resolution updating the Personnel Policy and Procedure Manual.**

**Motion: Mayor Pro Tem Steven King**

**Second: Councilman Peter Kozlowski**

**Vote: For – Councilman Peter Kozlowski, Councilwoman Sarah Admas, Mayor Pro Tem Steven King, Councilwoman Alisa Scheps**

**Against – Councilman Harvey Lynn Burger**

**Result: Council Approved a Resolution updating the Personnel Policy and Procedure Manual.**

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.

**Council left for executive session at 9:43 pm.**

- A. a. § 551.071 – Consultation with Attorney to seek the advice of the City’s attorney about pending or contemplated litigation; or a settlement offer; or 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 this Chapter.

- 1) Regarding roles and responsibilities of Council members regarding complaints

- B. § 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.

- C. §551.074 (a)(1)- Personnel: to deliberate the appointment, employment, evaluation, reassignment,

duties, discipline, or dismissal of a public officer or employee:

1. Employment Agreement for John Cabrales, Jr.

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

- A. Renew or amend the Employment Agreement for John Cabrales, Jr.

**The council returned to Open Session at 10:15pm.**

**Motion: Mayor Pro Tem Steven King**

**Second: Councilman Peter Kozlowski**

**Vote: All In Favor**

**Result: Council approved a 1 year extension to City Administrator John Cabrales Jr Employment Contract.**

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.

11. Adjournment


**Motion: Councilwoman Sarah Adams**

**Second: Councilman Peter Kozlowski**

**Vote: All in Favor**

**Result: Council adjourned the Regular Session at 10:20pm**

MINUTES APPROVED ON THIS, THE 3RD DAY OF JUNE 2024



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John Taylor, Mayor



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Brooke Boller, City Secretary

