

CITY OF FAIRVIEW

BOARD OF COMMISSIONERS WORKSHOP MINUTES

February 1, 2018

Patti L Carroll, Mayor
Shannon L Crutcher, Vice Mayor
Derek K. Burks, Commissioner
Scott Lucas, Commissioner
Debby Rainey, Commissioner
Scott Collins, City Manager
Tom Daugherty, CFO
Tim Potter, City Attorney
Brandy Johnson, City Recorder

Present: Burks, Carroll, Crutcher, Lucas, Rainey
Others Present: Collins, Johnson

1. **Call to order** by City Manager Collins at 6:05 p.m.

2. **Items of Discussion –**

- A. **Veterans Park** - The Board agreed to a \$10,000 budget for the sign and flag at Veterans Park at Evergreen Lake. The FHS JROTC has a flagpole at Pinewood Elementary they are donating and we can run power to the sign location. The American Legion has volunteered to manage the flag as needed. Jim Vansickle, representative from the American Legion was present and he is working on a sign design that includes the Veterans emblem as well as the emblems from all military branches. In the future, the Legion would like to add flags for all the branches as well. City manager Collins presents a design for the revised Bowie Nature Center sign that will be paid for by a \$2,500 grant obtained by the Friends of Bowie Nature Park. He will request the Friends make a formal donation to the city.
- B. **Castleberry Fence** – A few months ago, city staff removed the fence that was beyond repair near the middle entrance to Castleberry Farms. This is city property and the city maintains it. We have a couple estimates for both vinyl and wood replacement fencing. The low estimate for vinyl is \$4,583 and the low bid for wood is \$3,772. It was decided for the time being to leave the existing columns and not replace the fencing to make it easier for the city to maintain the area.
- C. **RFQ for Comprehensive Plan** – We received one proposal from the RFQ and it's not a bad proposal. This is not a big-ticket item for an engineering firm and will likely run \$75-100,000. There is so much work currently in our area that this project likely just wasn't a draw for larger firms. Page 17 lists references and Collins called several of their previous projects and all spoke highly of them. Collins requests the Board review the proposal and if they want to pursue asking the firm to come in and introduce themselves. We can then either decide to move forward or re-advertise. All he spoke with believe our end of calendar year window for completion is reasonable.
- D. **Road Projects** – the contract for the Highway 100/Cumberland Drive project has been executed by the state and the engineer will begin moving forward with the project. We estimate the end of the summer for drawings and design work completion. We will also have to consider how to handle school traffic as scheduling will be critical to not impede it.
- E. **Multi-Modal Grant** - we received RFQ's and request the Board review prior to the next meeting to move forward with the selection process. Collins notes this is a 95/5 grant and his top two firms are CEC and CSR.

- F. **PC Workshops** will begin at 6:00 prior to the PC meetings beginning in February to review the changes to the Design Review Manual and it would be helpful for the other three members of the BOC not on the PC to be present so they only have to review one time.
 - G. **New Hope Annexation** – this annexation request was discussed at the last meeting and the topic of whether we need to annex the existing roadway so the property would be contiguous with city property arose. WE do not have to annex the road in order to annex the property.
3. **Adjournment at 6:54 p.m.**

Brandy Johnson
City Recorder