

CITY OF FAIRVIEW
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
JANUARY 2, 2025, 7:00PM, CITY HALL

Lisa Anderson, Mayor
Chris McDonald, Vice Mayor
Don Bufalini, Commissioner
Wayne Hall, Commissioner
Carolyn Roberts, Commissioner
Tom Daugherty, City Manager
Patrick Carter, City Attorney
Rachel Jones, City Recorder

Staff Present: Rachel Jones, Patrick Carter, Ethan Greer, Bre Bailey, Scott Hughes, Ketih Paisley, Patti Carroll, Ben Knox, Richard Ross, Ray Martin, Miranda Vanderknapp

1. **Call to Order @ 7:04 P.M.** – Mayor Anderson
2. **Roll Call** – City Recorder, Rachel Jones

	PRESENT	ABSENT
Mayor Anderson	X	
Vice Mayor McDonald	X	
Commissioner Bufalini	X	
Commissioner Hall	X	
Commissioner Roberts	X	

3. **Prayer and Pledge** – Mayor Anderson
4. **Mayor Comments** – Mayor Anderson welcomed everyone. Mayor Anderson thanked the officers for attending to keep everyone safe. Mayor Anderson asked everyone to please be polite and courteous when speaking and reminded everyone to speak clearly into their microphones.
5. **Approval of the Agenda**

Commissioner Roberts asked to remove item 11. D. from the agenda.

Motion to approve: Commissioner Hall
Second: Commissioner Bufalini

	YES	NO	ABSTAIN	RECUSE
Mayor Anderson	X			
Vice Mayor McDonald	X			
Commissioner Bufalini	X			
Commissioner Hall	X			
Commissioner Roberts	X			
MOTION PASSED 5-0				

6. **Citizen Comments**
 - A. Darren Barnes
7. **Public Announcements, Awards, Recognitions**
 - A. **City Events** – Community Relations Coordinator, Richard Ross
8. **Staff Comments and Monthly Reports**
 - A. **City Manager Comments** – City Manager, Tom Daugherty (skipped due to Mr. Daugherty being absent)

9. Consent Agenda

- A. Minutes from December 19, 2024, Board of Commissioners Work Session.
- B. Minutes from December 19, 2024, Board of Commissioners Regular Meeting.

Motion to approve: Commissioner Hall
Second: Commissioner Roberts

	YES	NO	ABSTAIN	RECUSE
Mayor Anderson	X			
Vice Mayor McDonald			X	
Commissioner Bufalini	X			
Commissioner Hall	X			
Commissioner Roberts	X			
MOTION PASSED 4-0 (1 Abstain)				

10. Old Business

- A. Resolution 44-24, A Resolution of the Board of Commissioners of the City of Fairview, Tennessee, authorizing the Mayor to execute the Site Development Agreement Contract for Aignep Expansion. (City Engineer)

Staff Report: City Planner, Ethan Greer, stated staff is requesting a deferral until a signed Site Development Agreement is received from Aignep.

Motion to defer until signed agreement is received: Commissioner Hall
Second: Vice Mayor McDonald

	YES	NO	ABSTAIN	RECUSE
Mayor Anderson	X			
Vice Mayor McDonald	X			
Commissioner Bufalini	X			
Commissioner Hall	X			
Commissioner Roberts	X			
MOTION PASSED 5-0				

B. Rezoning - 7103 Wiley Circle

- 1. Public Hearing – No speakers
- 2. Second and Final Reading, Ordinance 2024-17, An Ordinance to amend the Zoning Ordinance of the City of Fairview, Tennessee, by Rezoning a 1.27 (+/-) acre portion of the 5.60 (+/-) acre parcel located at 7103 Wiley Circle, consisting of Williamson County Tax Map 042H Group C, Parcel 008.00, from C-1 (Commercial Zoning District) to RS-8 (Single Family Residential Zoning District), Property Owner: Wiley Circle Investment (City Planner)

Staff Report: City Planner, Ethan Greer, stated this rezoning received a positive recommendation from the Planning Commission . Mr. Greer stated this property is located next to Food Saver and is accessed off of Hwy 100 and off of Wiley Circle. Mr. Greer stated the 1.27 acre portion is the Wiley Circle side of the property. Mr. Greer stated by approving this it will maintain a single family residential character along Wiley Circle and prevent any commercial access coming off of a residential street while still providing a commercial piece on the parcel accessed from Hwy 100.

Motion to approve: Commissioner Hall

Second: Vice Mayor McDonald

Representative: Tim Mangrum

Discussion: Commissioner Bufalini asked Mr. Mangrum how many homes will be on the property and the size of the homes. Mr. Mangrum replied the preliminary plan has six lots and the home sizes are not available yet. Commissioner Roberts asked Mr. Mangrum if these lots will be larger than the lots across the street that face Wiley Circle. Mr. Mangrum stated the lots directly across the street are larger than these lots, but these lots will be larger than the last phase of the Western Woods Subdivision which is located 200 yards away.

	YES	NO	ABSTAIN	RECUSE
Mayor Anderson	X			
Vice Mayor McDonald	X			
Commissioner Bufalini	X			
Commissioner Hall	X			
Commissioner Roberts	X			
MOTION PASSED 5-0				

C. Second and Final Reading, Ordinance 2024-18, An Ordinance for an amendment to the City of Fairview, Tennessee, budget for fiscal year 2024-2025 budget. (City Manager)

Staff Report: Finance Director, Ben Knox, stated Mr. Daugherty is absent due to sickness however he will do his best to answer any questions. Mr. Knox stated the only changes made since the first reading are on pages 13 and 17 and are highlighted in blue.

Motion to approve: Commissioner Roberts

Second: Commissioner Hall

Discussion: Commissioner Roberts asked Mr. Knox to briefly explain the changes made to this budget. Mr. Knox stated the salaries was the only change, one in administration and one in planning and codes, which was a clerical error and has been corrected to match on each page. Commissioner Roberts added that the salaries page has been moved to the end of the document verses being shown in each department. Vice Mayor McDonald asked Mr. Knox about the sundry line item shown in the administration budget being increased from \$2000 to \$5000 and asked what that fund is used for. Mr. Knox replied sundry is like a “catch all account” for things that do not have their own specific line items. Commissioner Roberts asked about the police department budget increase in bond from \$250,000 to \$750,000. Commissioner Roberts stated she requested more information on what is planned to justify that cost going up. Mr. Knox stated he believes the increase is due to the police training facility. Commissioner Bufalini asked Mr. Knox the total budget for the police training facility. Mr. Knox stated the \$750,000 is what is budgeted to spend this fiscal year. Commissioner Bufalini asked if the \$750,000 is the total cost for the project or if more will be needed. Mr. Knox stated he does not have that information but the \$750,000 is what is designed to be spent by June 30, 2025. Commissioner Bufalini stated if this budget is approved the city will be investing \$750,000 to the training facility which potentially can cost more in the future. Commissioner Roberts stated by approving this they would be bound to approve the

total cost of the facility because that is the responsible way to pay for any kind of structure and without a full understanding of how they can budget for this and knowing what the total cost is it is impossible to tie their hands to approving something like this because they don't have the actual plans or a full budget. Commissioner Bufalini stated there are several discrepancies in the amended budget and he isn't sure if it is following the city charter. Mr. Carter stated to Commissioner Bufalini that since Mr. Daugherty is not present it is inappropriate to discuss the budget further and suggested deferring this item.

Motion to defer to January 16, 2025, meeting, 7pm, City Hall : Commissioner Bufalini
Second: Commissioner Hall

	YES	NO	ABSTAIN	RECUSE
Mayor Anderson	X			
Vice Mayor McDonald	X			
Commissioner Bufalini	X			
Commissioner Hall	X			
Commissioner Roberts	X			
MOTION PASSED 5-0				

D. Zoning Ordinance Amendment - Exceptions to Height Regulations

1. Public Hearing

- a. Mike Cruze – 7470 Crow Cut Rd
- b. Charlene Chapman – 7065 Dice Lampley Rd
- c. Cameron Campagna – 7710 Woodford Dr
- d. Dwight Terwilliger – 1241 Hwy 96 N
- e. Dennis Chapman – 7065 Dice Lampley Rd
- f. Collen Van Fossen – 7801 Pinecrest Ct
- g. Nathan Wood – 7109 Kyles Creek
- h. Erin Wood – 7109 Kyles Creek
- i. Erin DuBose – 7075 Dice Lampley Rd
- j. Gena Brunger – 7105 Dice Lampley Rd
- k. Jackson Brunger – 7105 Dice Lampley Rd

2. Second and Final Reading, Ordinance 2024-19, An Ordinance of the City of Fairview, Tennessee, approving an amendment to the Zoning Ordinance Section 6-102.10 General Exceptions to Height Regulations, Section 8-103.3(1) General Exceptions to Height Regulations, and Section 9-103.3(1) General Exceptions to Height Regulations to provide clarity to permitted exceptions to height regulations and to provide a height exception for all land uses within the Community Facilities land use category as listed in Section 3-103.2. (City Planner)

Motion to approve: Mayor Anderson

Second: Vice Mayor McDonald

Discussion: Commissioner Bufalini asked Mr. Greer if drawings have been submitted for the police training facility. Mayor Anderson called point of order and stated that is not what is being discussed tonight and asked for everyone to stick to the agenda item which is exceptions to height regulations. Commissioner Bufalini then asked Mr. Greer if there have been requests for height changes to buildings in the past. Mr. Greer replied there have been height variances given for other projects in the City of Fairview. Mr.

Greer stated the most recent variance given was for Elevation Studios which has not been constructed and now will not be constructed in the City of Fairview. Mr. Carter stated the way the city zoning code reads is that there is to be no buildings over a certain height. Mr. Carter stated the Board of Zoning Appeals has very limited discretion to a certain condition of property that might make building a building impossible therefore height will never be an exception or a valid reason for a variance. Mr. Carter also stated staff has no power to grant variances and neither does the Board of Commissioners. Mr. Carter explained that what is on the agenda tonight is a very straight forward ordinance that states Fairview, Williamson County, or the State of TN can build a building for governmental purposes that exceeds the current height limit. Commissioner Bufalini asked if this ordinance is approved will there be any limit on how tall a building can be. Mr. Greer replied this will create an exception to the height regulations which is currently 35 feet. Mr. Greer stated this will permit government use facilities to be taller than 35 feet with no limit however the Planning Commission and BOC will ultimately approve all expenditures of the city and government use facilities from the City of Fairview which will be a limiting factor. Commissioner Bufalini asked if this topic will be addressed by TPUDC. Mr. Greer stated that the city is currently working with TPUDC to rewrite the development code and looking into expanding the height regulations with the rewrite. Mr. Greer stated he hopes to have the new development code to the BOC for acceptance in June or July. Commissioner Bufalini stated if this ordinance is approved will the 35 feet start at the lowest point of the building and go to the highest point if the grading is different on each side of the building. Mr. Greer replied it will be measured from the lowest point to the tallest point. Commissioner Roberts asked if something like this will be the kind of ordinance that will be a part of the TPUDC rewrite. Mr. Greer replied that the city is evaluating every piece of zoning with the rewrite and this topic is in his notes as one piece to evaluate based on height across all zone districts for residential, industrial, and commercial uses. Mr. Carter stated this should be in the rewrite, that there should be an exception in every zoning code that provides for governmental community buildings. Commissioner Roberts clarified that this type of ordinance would typically be included in what TPUDC is currently doing with the rewrite and the city is just asking to do it beforehand. Mr. Carter stated the city has to live with the current zoning code until a new development code is adopted and several changes have been made over the years to address issues as they come up and he will be shocked if the new development code is ready in June or July. Commissioner Roberts stated she has been contacted by several citizens over the past few weeks with concerns and if the current zoning ordinance has been in place for so long and a rewrite is in process she is having a hard time responding as to why this is being done so quickly. Commissioner Roberts also stated she would like to take a pause and think about everything in total not just once piece at a time. Commissioner Bufalini asked the height of City Hall. Mr. Greer stated he doesn't not have that answer but believes its 35 feet with an exception for the coupla. Vice Mayor McDonald stated if the proposed judicial center is built in the future it will likely exceed 35 feet as well as the fire station. Vice Mayor McDonald stated with a lot of these projects in the works he does understand this exception however also agrees it does feel rushed. Vice Mayor McDonald stated he believes the new development code will include this exception so by saying no to it now he doesn't know what it is preventing because in a few months it will changed anyway. Vice Mayor McDonald addressed some of the comments made by citizens stating that there is no loophole in this to allow private developers to build five story buildings and each project will require additional approvals. Commissioner Hall agreed with Vice Mayor McDonald. Commissioner Hall asked Mr. Greer if there will be a cap at 50 feet. Mr. Greer replied this ordinance does not provide a cap for government buildings. Commissioner Roberts responded to Vice Mayor McDonalds comments stating it isn't about prevention from her perspective but about taking time to have conversations and there will be opportunities

for conversations when discussing the TPUDC rewrite. Mr. Greer stated June/July is a theoretical time frame for the zoning code rewrite. Mr. Greer stated the police training facility is allocated by bond funds which have to be disbursed by December 2026 so this amendment to the zoning ordinance is due to timing. Mr. Greer stated if there were to be a delay in adopting the new development code it could potentially delay the police training facility project and delay the disbursement of the funds that has been approved by a previous board. Commissioner Roberts stated she feels like the board don't have all the information they need to move forward and suggested pushing this item back until the budget questions can be answered. Vice Mayor McDonald asked for an update on the police training facility as to what has been approved and funded and requested that information be available at the next meeting.

Motion to defer to January 16, 2025, meeting, 7pm, City Hall: Vice Mayor McDonald
Second: Commissioner Roberts

	YES	NO	ABSTAIN	RECUSE
Mayor Anderson	X			
Vice Mayor McDonald	X			
Commissioner Bufalini	X			
Commissioner Hall	X			
Commissioner Roberts	X			
MOTION PASSED 5-0				

11. New Business

A. Discussion – Monthly Staff Reports - content, format, etc. (City Manager)

Discussion: City Planner, Ethan Greer, asked the board four questions to get a better understanding of what is expected from staff when presenting their staff reports.

Question 1: Mr. Greer asked what departments the board would like to hear staff reports from noting there is the public works department, planning and codes department, finance, police department, fire department, parks department, economic development, and city manager. Commissioner Bufalini stated he would like to hear from all departments.

Commissioner Roberts also stated she would like to hear from all departments. Mayor Anderson stated she would like to hear from police, fire, finance, and city manager. Vice Mayor McDonald agreed with Commissioner Bufalini and Commissioner Roberts.

Commissioner Hall stated he would like to hear from everyone.

Question 2: Mr. Greer asked the board how often they would like to receive reports stating that currently they are given monthly. Commissioner Hall stated he likes it monthly but quarterly will be fine also. Vice Mayor McDonald stated he doesn't want to take away the opportunity for department heads to address the board so giving them the opportunity to speak each month should be offered however it does get repetitive sometimes. Mayor Anderson stated she would like to have a work session with all the department heads to discuss because every department is different. Commissioner Roberts stated she agrees with giving everyone an opportunity to speak if not monthly at least quarterly and suggested more detailed reports for economic development and finance. Commissioner Bufalini agreed with everyone else and stated he would really like to hear from public works more frequently and stated economic development is a high budget item and he would like to know what is going on with that position.

Question 3: Mr. Greer asked the board what format they would like to see for the staff reports stating that some department heads had the idea of submitting the report with the packet and then being present at the meeting to answer any questions. Commissioner

Bufalini stated he is unsure of how much time is spent on creating the reports and stated he does like the reports so the citizens can see exactly what is going on. Commissioner Roberts recommended having a template for the monthly reports and suggested designing it at the work session and suggested staggering the reports, so they are not all heard at the same meeting. Mayor Anderson stated she is in contact with the department heads consistently and does not need a packet. Vice Mayor McDonald suggested if the reports are sent in the packet and not presented openly in the meeting that they be posted so everyone has the opportunity to see it. Commissioner Hall stated he is fine with staggering the meetings.

Question 4: Mr. Greer asked the board what content they would like to see in the reports. Commissioner Hall stated discussing this in the work session will be fine. Vice Mayor McDonald, Mayor Anderson, Commissioner Roberts, and Commissioner Bufalini all agreed with discussing in the work session.

B. Resolution 01-25, A Resolution of the City of Fairview Board of Commissioners approving the June 2025 and July 2025 meeting date schedule. (City Manager)

Staff Report: City Recorder, Rachel Jones, stated this item was discussed at the last meeting explaining that two BOC meeting dates have scheduling conflicts in June and July with the June 19th meeting being on Juneteenth and the July 3rd meeting being on the city’s annual July 3rd celebration. Ms. Jones stated after discussion the board agreed to move the June 19th meeting to June 17th and the July 3rd meeting to July 1st.

Discussion: Ms. Jones asked Vice Mayor McDonald if he has any conflicts with those dates since he was not present for the discussion. Vice Mayor McDonald stated he has no conflicts. Commissioner Roberts asked if the meeting can be cancelled closer to time if nothing is pressing on the agenda. Mr. Carter replied yes.

Motion to approve: Vice Mayor McDonald

Second: Commissioner Roberts

	YES	NO	ABSTAIN	RECUSE
Mayor Anderson	X			
Vice Mayor McDonald	X			
Commissioner Bufalini	X			
Commissioner Hall	X			
Commissioner Roberts	X			
MOTION PASSED 5-0				

C. Ordinance 2025-01, An Ordinance to amend the Zoning Ordinance of the City of Fairview, Tennessee, by Rezoning a 75.86 (+/-) acre parcel located at the south end of the existing Kingwood Boulevard, consisting of Williamson County Tax Map 042 Parcel 123.00 from R-20 POD (One and Two Family Residential) to RS-15 POD (Single Family Residential), Property Owner: Landsouth, LLC. (City Planner)

Staff Report: City Planner, Ethan Greer, stated the applicant has requested this item be deferred to the January 16, 2025, meeting.

Motion to defer to January 16, 2025, meeting, 7pm, City Hall: Vice Mayor McDonald

Second: Commissioner Roberts

	YES	NO	ABSTAIN	RECUSE
Mayor Anderson	X			
Vice Mayor McDonald	X			
Commissioner Bufalini	X			
Commissioner Hall	X			
Commissioner Roberts	X			
MOTION PASSED 5-0				

D. Discussion – Criteria for determining city staff salary increases. (Commissioner Roberts)

Removed from agenda

12. Roundtable: Mayor and Commissioners

Commissioner Hall – Commissioner Hall thanked all city employees, the board, and Mr. Carter. Commissioner Hall also stated he hopes nothing ever happens in our town like what happen in New Orleans.

Commissioner Roberts – Commissioner Roberts echoed Commissioner Hall’s comments and thanked everyone who came out to speak and everyone watching from home. Commissioner Roberts reminded everyone of the Christmas tree recycling at the park and thanked all city staff.

Commissioner Bufalini – Commissioner Bufalini reminded everyone not to always go by what’s on Facebook but reach out to the city for correct information. Commissioner Bufalini congratulated Firefighter, Jesse Woodard, on 20 years with the city. Commissioner Bufalini stated the paving that has been done recently is only a first coat and will be completed when the plants reopen in the spring. Commissioner Bufalini stated he is willing to listen to everyone and please reach out to him with any questions or concerns.

Vice Mayor McDonald – Vice Mayor McDonald stated his intention is to never hide anything from anyone and please reach out to him for further discussions.

Mayor Anderson – Mayor Anderson thanked everyone for being here and watching from home. Mayor Anderson reminded everyone of the next meeting and reminded everyone to help keep Fairview beautiful by picking up trash and not throwing it out.

13. Adjournment @ 9:07 P.M. – Vice Mayor McDonald

Rachel Jones

Rachel Jones, City Recorder