

**CITY OF FAIRVIEW**  
**BOARD OF COMMISSIONERS**  
**WORK SESSION MINUTES**  
**FEBRUARY 6, 2025, 6:00 PM, 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:** Tom Daugherty, Keith Paisley, Ethan Greer, Rachel Jones, Bre Bailey, Scott Hughes, Zack Humphreys, Patti Carroll, Ben Knox, Richard Ross

<b>BOC MEMBERS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Mayor Anderson	X	
Vice Mayor McDonald	X	
Commissioner Bufalini	X	
Commissioner Hall	X (6:35)	
Commissioner Roberts	X	

❖ **Call to Order by Mayor Anderson at 6:06 P.M.**

• **Items for Discussion:**

1. **GovWell Demonstration**

<https://www.youtube.com/watch?v=fwWLW9GtqUE&t=76s>

2. **Staff Reports**

City Manager Tom Daugherty stated staff is interested in reporting quarterly, which will allow for the reports to be more informative, less repetitive, and be more time efficient. Commissioner Roberts stated she is hoping for a template to be provided so the board can receive uniform information on a regular basis from each department. City Planner Ethan Greer stated reports from each department will look different and suggested a departmental template verses a uniform template. Commissioner Roberts offered to draft a couple of different options of templates to share with the department heads. Vice Mayor McDonald added he likes the idea of reporting on larger items such as the needs of the department and anything the board should be aware of other than the day to day operations. City Recorder Rachel Jones clarified with the board that they are all in agreement for reports to be given quarterly with the city manager report to remain on each meeting agenda.

❖ **Adjournment by Mayor Anderson at 6:48 P.M.**

  


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Rachel Jones, City Recorder