

**CITY OF FAIRVIEW**  
**BOARD OF COMMISSIONERS**  
**WORK SESSION MINUTES**  
**MAY 8, 2024, 1:00 PM, CITY HALL**

Lisa Anderson, Mayor  
 Brandon Butler, Vice Mayor  
 Wayne Hall, Commissioner  
 Stuart L. Johnson, Commissioner  
 Chris McDonald, Commissioner  
 Tom Daugherty, City Manager  
 Patrick Carter, City Attorney  
 Rachel Jones, City Recorder

**Staff Present:** Tom Daugherty, Rachel Jones, Keith Paisley, Ethan Greer, Scott Hughes, Ben Knox, Zack Humpherys, Keith Reed, Patti Carroll, Richard Ross

<b>BOC MEMBERS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Mayor Anderson	X	
Vice Mayor Butler	X	
Commissioner Hall	X	
Commissioner Johnson		X
Commissioner McDonald	X	

❖ **Call to Order by Mayor Anderson at 1:02 P.M.**

• **Items for Discussion:**

**1. Budget – Fiscal year ending June 2025**

Fiscal Year 2024/2025  
 Proposed Budget

• Revenue

We continue to conservatively estimate revenue. The FY 24/25 proposed budget revenue increases 4.26% over FY 23/24 budgeted revenue.

• Expenditures

Proposed expenditures increase 6.94% over FY 23/24.

Personnel: We are proposing an aggressive 16.37% increase over FY 23/24 in budgeted personnel expenses. Our objectives are to continue building sufficient staff with an additional 11 positions in court (1) public safety (6), planning & codes (2), parks (1), and public works (1). Our proposal includes a 1% Cost of Living Allowance increase.

Operating: Proposed operating expenses decrease by (4.96%) under FY 23/24 operating expenses.

Capital: Proposed capital expenses decrease by (46.05%) under FY 23/24.

• Bond & ARP

Bond & ARP expenditures will significantly increase but do not affect Fund Balance.

• Summary

Excluding Bond & ARP balances, \$11,142,200 is proposed for total city revenues and excluding Bond, ARP, & Capital expenditures\*, \$11,503,573 is proposed for total city expenditures leaving a total fund balance decrease of (\$361,373)\*\*.

\*Capital expenditures are normally one-time purchases and can be canceled without a major disruption in operations.

\*\*FY23/24 budget estimated a decrease in fund balance of (\$732,207). FY23/24 fund balance with actual revenue is now estimated to be an increase of \$390,096. In reality, actual revenues are typically 4% to 6% above our proposal and departments typically stay under budget.

## Questions: Revenue

1. Mayor Anderson asked how the LESO program works. Chief Humphreys responded that the LESO program is military surplus items that are available to police agencies. The agency keeps the items for at least one year then they become available to sell. The items are sold by auction on gov deals.
2. Commissioner McDonald asked about the July 4<sup>th</sup> donations line item increasing. Mr. Daugherty responded that the city is expecting more sponsors and contributions this year. Mr. Daugherty stated most events are fully funded by sponsorships in an effort not to use any tax dollars on events.
3. Commissioner Hall asked how long the city has been getting revenue for sports betting. Mr. Daugherty responded it is new, it started fiscal year 2024 and comes from the state.
4. Vice Mayor Butler asked for help understanding last year's budget showing a deficit of \$732,207 but actually having a positive \$390,096. He asked if that was possibly from increased revenue or unspent capital. Mr. Daugherty responded it's a little bit of everything, that its revenue he didn't count on and being under budget.
5. Commissioner Hall asked about the city holding onto their share of sales tax. Mr. Daugherty responded the city gets the same rate but does not get the school facilities money that goes to the county.
6. Commissioner McDonald asked about the capital expenditures decreasing by 46%. Mr. Daugherty responded that it is spread across several departments, and it is operating capital not bond or ARP.
7. Vice Mayor Butler asked if this is the second or third year the sales tax revenue has been higher than the property tax revenue. Mr. Daugherty responded the third year.
8. Mayor Anderson asked the difference in the county sales tax number and the state sales tax number as far as percentage. Mr. Daugherty responded that the state sales tax revenue is shared revenue from the state and the county sales tax revenue is generated in Fairview.
9. Commissioner McDonald clarified that the City of Fairview generates seven million in sales tax revenue per year. Mr. Daugherty responded yes.

## Questions: Expenditures

1. Commissioner McDonald asked why the significant decrease in the utilities line item. Mr. Daugherty stated it was a billing issue, that current billing is going to each department.
2. Vice Mayor Butler asked if there is money going into the reserve fund this year. Mr. Daugherty responded yes, the city should be at 14% on July 1, and 20% by 2030.
3. Commissioner McDonald asked about the increase in travel and training on the BOC line item. Mayor Anderson responded that the increase is for a mayors conference held in Utah that is for all mayors in Williamson County.
4. Commissioner McDonald asked about the BOC line item for uniforms. Mr. Daugherty responded that each BOC member is allotted \$300 for uniforms.
5. Commissioner McDonald asked about the line item for Engineering Services in Planning/Codes section increasing by \$25,000 and the plan review services decreasing. Mr. Daugherty responded that Griggs and Maloney was not involved all twelve months this year and will be next year, so the increase reflects all twelve months. Mr. Daugherty stated the decrease in plan review is due to having some reviews done in house. Mr. Greer clarified that the Engineering Services line item also includes planner, Kevin Chastine.
6. Commissioner McDonald asked about the line items for dues and subscriptions. Mr. Daugherty responded he decreased the numbers in these line items.
7. Commissioner McDonald asked about the decrease in radios, if the city had purchased them last budget. Mr. Daugherty responded yes, that is correct.
8. Vice Mayor Butler asked if the city has a playground replacement budget. Mr. Daugherty responded he believes so but if not that would be easy to do.
9. Mayor Anderson asked about adding a pavilion and picnic tables next to the playground. Mr. Daugherty responded he has spoken with Mr. Paisley about this and believes something can be worked out. Mayor Anderson asked also about adding sun sails over parts of the playground. Mr. Paisley stated he needs to get permission from the land trust to install a shelter.
10. Commissioner McDonald asked about the line item for \$61,000 in repairs for Historical Village and if that money has been spent. Mr. Daugherty replied it will be spent, the \$61,000 is for the parking lot.
11. Vice Mayor Butler asked about the personnel salaries consisting of longevity, step, and cost of living and if Fairview is still competitive with other cities. Mr. Daugherty responded we have not done a study but are pretty competitive with the cities we need to be competitive with.
12. Commissioner Hall asked if Fairview is at the top of the list being competitive with Nolensville and Dickson. Chief Hughes responded he isn't sure about Dickson because they just done a pay raise and that Nolensville pays additional money for EMTs and gives pay increases mid-year depending on how their budget is doing.

13. Vice Mayor Butler asked if the pay increases are equal across the board and if the city does any kind of annual performance review. Mr. Daugherty responded that no formal review is done due to it having negative impacts because everyone's job is not the same.
14. Mayor Anderson asked how much the COLA (cost of living assessment) is this year. Mr. Daugherty responded 1%. Mayor Anderson asked if 1% was a good amount. Mr. Daugherty replied revenue supports it and he may ask for 2-3% in the future.
15. Mayor Anderson asked for page numbers to be added to the documents in the future.
16. Vice Mayor Butler asked about the debt service looking forward to building the new fire/police station and how the city is preparing and adjusting and planning. Mr. Daugherty responded yes, if those buildings were built today the city would be under the debt management policy maximum.
17. Mr. Taroli asked to see the bottom line numbers on revenue, expenditures, debt, and reserve balance.
18. Ms. Taroli asked what the percentage of building permit revenue is allocated to the park. Mr. Greer responded 16%.
19. Ms. Taroli asked if the city has the \$2.00 per capita required by Tree City USA in the budget. Mr. Daugherty responded yes, the tree bank.
20. Commissioner Hall asked how long is left on the repayment of city hall. Mr. Daugherty responded it will be paid off in 2030.
21. Mr. Taroli asked if there is any increase in the tax rate. Mr. Daugherty responded no; the tax rate is staying the same.

The board thanked Mr. Daugherty and all staff for attending to answer questions and reminded everyone the first reading of the budget will be on May 16, 2024, and the second and final reading will be on June 6, 2024.

❖ **Adjournment by Mayor Anderson at 2:31 P.M.**

  
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Rachel Jones, City Recorder