

CITY OF FAIRVIEW
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
DECEMBER 5, 2024, 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: Tom Daugherty, Rachel Jones, Richard Ross, Patrick Carter, Ethan Greer, Bre Bailey, Ben Knox, Ray Martin, Scott Hughes

Commissioner Bufalini and Commissioner Roberts was sworn into office prior to the meeting.

1. **Call to Order @ 7:05 P.M.** – Mayor Anderson
2. **Roll Call** – Rachel Jones, City Recorder

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

3. **Prayer and Pledge** – Mayor Anderson
4. **Mayor Comments** – Mayor Anderson thanked everyone for being in attendance and thanked everyone for watching on tv and on social media. Mayor Anderson thanked the officers for attending the meeting to keep everyone safe. Mayor Anderson reminded everyone to speak clearly into their microphones. Mayor Anderson also reminded everyone that the Board of Commissioners follow Robert’s Rules of Order for business meetings.
5. **Approval of the Agenda**

Motion to approve: Commissioner Hall
Second: Commissioner McDonald

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

6. **Citizen Comments**
 - A. Scott Brison – 20 Lasalle St, Clarksville TN
7. **Public Announcements, Awards, Recognitions**
 - A. **City Events** – Richard Ross, Community Relations Coordinator
8. **Staff Comments and Monthly Reports**
 - A. **City Manager Comments** - Tom Daugherty, City Manager

9. Consent Agenda

A. Minutes from November 7, 2024, Board of Commissioners Regular Meeting.

Motion to approve: Commissioner McDonald

Second: Commissioner Hall

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

10. Old Business

A. Rezoning - 7208 Cox Pike

1. Public Hearing

a. Scott Brison

2. Second and Final Reading, Ordinance 2024-16, An Ordinance to amend the Zoning Ordinance of the City of Fairview, Tennessee, by rezoning 1.51 (+/-) acres of property located at 7208 Cox Pike, consisting of Williamson County Tax Map 042H Group E, Parcel 001.00, from RS-40 (Single Family Residential) to RS-15 (Single Family Residential), Property Owner: Tony Cavender. (City Planner)

Discussion: City Planner, Ethan Greer, stated this application is to rezone a 1.51 acre parcel of property. Mr. Greer stated this rezoning request received a positive recommendation from the Planning Commission by a vote of 9-0 on September 10, 2024. Commissioner Bufalini asked if there are any other parcels near this one that have RS-15 zoning. Mr. Greer replied the adjoining parcels are zoned RS-40, however Western Woods Subdivision is located across the street which has a zoning of RS-8 and RS-5. Commissioner Bufalini asked for clarification on how many homes will be able to be built on this parcel if rezoned to RS-15. Mr. Greer replied in his opinion up to three homes will fit on this parcel however a roadway will have to be built to meet the City of Fairview street standards. Mr. Greer stated the applicant submitted a conceptual plan showing a subdivision of the property into two parcels to build two individual homes, demolishing the existing home. Mr. Greer stated the reason for the planning office recommending Mr. Cavender request RS-15 zoning is due to the lot width requirement. Mr. Greer stated if the request was for R-20 zoning Mr. Cavender would have to request a variance to meet the lot width requirements. Commissioner Bufalini asked Mr. Greer what would happen if the owner wanted to build a third home. Mr. Greer replied a third home would mean a roadway would have to be constructed and the project would have to go before the Planning Commission. Commissioner Roberts asked Mr. Greer the benefit of granting the RS-15 zoning instead of granting a variance with an R-20 zoning. Mr. Greer replied his opinion is to always try to look for permitted reasons to find solutions to challenges in an effort to limit the amount of variances given due to the code being somewhat open ended.

Motion to approve: Commissioner McDonald

Second: Commissioner Bufalini

	YES	NO	ABSTAIN	RECUSE
Mayor Anderson	X			
Commissioner McDonald	X			
Commissioner Bufalini	X			
Commissioner Hall	X			
Commissioner Roberts		X		
MOTION PASSED 4-1				

B. 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)

Discussion: City Planner, Ethan Greer, stated staff is requesting a deferral on this agenda item for 30 days.

Motion to defer for 30 days: Mayor Anderson

Second: Commissioner McDonald

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

11. New Business

A. Resolution 51-24, A Resolution of the City of Fairview, Tennessee, Board of Commissioners appointing a Vice Mayor.

Motion to nominate Chris McDonald as Vice Mayor: Commissioner Roberts

Second: Commissioner Bufalini

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

B. Resolution 52-24, A Resolution authorizing the City of Fairview Fire Department to participate in the James L. Richardson “Driver Training” matching grant program. (Fire Chief)

Discussion: Fire Chief, Scott Hughes, stated this grant is to allow the city’s safety officer to check the driving history of city employees who have access to city vehicles.

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				

C. Resolution 53-24, A Resolution supporting the submission of an application for the Assistance to Firefighters Grant (AFG) program for funding from the Federal Emergency Management Agency as well as support for the required matching funds from the City of Fairview. (Fire Chief)

Discussion: Fire Chief, Scott Hughes, stated this is a FEMA grant for the replacement of the departments SCBA's. Chief Hughes explained the SCBA's are more than two cycles out of compliance but still functional and are tested yearly. Chief Hughes stated this is the departments third time applying for this grant.

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 5-0				

D. Resolution 54-24, A Resolution of the Board of Commissioners of the City of Fairview, Tennessee, confirming the appointment of one (1) citizen to the Parks and Landscape Board.

Commissioner Bufalini announced his resignation from the Parks and Landscape Board.

Vote to accept Commissioner Bufalini's resignation

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

Vice Mayor McDonald made a motion to reappoint Commissioner Hall to the Parks and Landscape Board.

Second: Commissioner Roberts

Vote to reappoint Commissioner Hall to the Parks and Landscape Board

	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)				

New applicants:

1. Kevin Lindsey
2. Dale Liedl

Commissioner Bufalini made a motion to appoint Dale Liedl to the Parks and Landscape Board

Second: Mayor Anderson

Vote to appoint Dale Liedl

	YES	NO	ABSTAIN	RECUSE
Mayor Anderson	X			
Vice Mayor McDonald		X		
Commissioner Bufalini	X			
Commissioner Hall		X		
Commissioner Roberts	X			
MOTION PASSED 3-2				

Dale Liedl appointed to the Parks and Landscape Board

E. Resolution 55-24, A Resolution of the Board of Commissioners of the City of Fairview, Tennessee, authorizing Team Construction LLC to preform open-cut excavation along Chester Road. (City Engineer)

Discussion: City Planner, Ethan Greer, stated Team Construction has requested to do open cuts across Chester Road in two locations to install a gas line for a development that is under construction. Mr. Greer read aloud a section from the municipal code pertaining to open cuts. Mr. Greer stated the gas line currently ends at Penngrove Lane and the proposed extension will run along the west side of Chester Road to the Reserves on Chester development. Commissioner Bufalini asked about the timeline on installing the gas line since Chester Road is scheduled to be repaved in the near future and if there is any alternate route that can be used that would not require cutting the road. Mr. Greer replied the construction company could operate to the east side of Chester Road but would need to cross Little John Lane. Mr. Greer stated the timeline for the installation of the gas line is as soon as possible and stated he projects the gas line installation would be completed prior to the paving of Chester Road. Commissioner Roberts asked Mr. Greer if this project overlaps in any way with the stormwater improvement projects. Mr. Greer stated the gas line will be closer to the Hwy 100 side of Chester Road and confirmed the stormwater project is a separate location.

Motion to approve: Vice Mayor McDonald

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				

F. Resolution 56-24, A Resolution of the Board of Commissioners of the City of Fairview, Tennessee, to adopt the 2024 Williamson County Hazard Mitigation Plan. (City Manager)

Discussion: City Manager, Tom Daugherty, explained this document was sent to the city from Williamson County. Mr. Daugherty stated this document was sent to all municipalities in the county for approval.

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				

G. Resolution 57-24, A Resolution awarding the bid to the lowest responsive and responsible bidder, Cunningham Construction & Development LLC for the ARPA Stormwater Improvement projects. (City Manager)

Discussion: City Manager, Tom Daugherty, stated the ARPA Stormwater improvement projects include culverts on Northwest Hwy, Chester Rd, Horn Tavern Rd, and possibly Sleepy Hollow Rd. Mr. Daugherty stated the bid received was for \$1,288,000.00 and the city has approximately 2.4 million to spend. Mr. Daugherty stated the remainder of the money will be used to complete a couple of additional projects and used to complete engineering on one lane bridges. Mr. Daugherty stated if this is not passed and under contract by December 31st there is a chance the city will be out of compliance. Mr. Daugherty stated he plans to have the project underway by early spring. Commissioner Bufalini asked Mr. Daugherty when the city received this grant. Mr. Daugherty replied two to three years ago. Commissioner Bufalini confirmed with Mr. Daugherty that only one bid was received for this project. Mr. Daugherty stated that is correct. Commissioner Bufalini asked where the bid information was advertised. Mr. Daugherty replied it was advertised in the local newspaper, on the city website, and on the Governor's Office of Diversity Business Enterprise which is a grant website. Commissioner Roberts asked Mr. Daugherty the total amount of ARPA money the city has remaining to spend. Mr. Daugherty replied 2.3 million and change. Commissioner Roberts confirmed that if the scope of work goes over the bid amount there will still be ARPA funds available to cover the additional cost. Mr. Daugherty stated that is correct and stated the city is looking to add a few additional projects to use up the remainder of the ARPA funds.

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				

H. 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)

Representative: Tim Mangrum

Discussion: City Planner, Ethan Greer, explained the rezoning process. Mr. Greer stated this rezoning request received a favorable recommendation from the Planning Commission by a vote of 7-0 with two planning commissioners being absent. Mr. Greer stated this parcel fronts Hwy 100 and Wiley Circle. Mr. Greer stated the applicant is seeking to rezone the Wiley Circle frontage to RS-8 which consists of 1.27 acres. Mr. Greer stated staff has reviewed this request and has given a positive recommendation for approval due to the residential nature of Wiley Circle and to eliminate any potential future commercial access from a residential street. Mr. Mangrum stated a concept plan was submitted showing six lots. Commissioner Bufalini asked Mr. Mangrum if the church located on the parcel is a historical building. Mr. Mangrum replied it is not on any historical registry but has been there a very long time.

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				

I. Ordinance 2024-18, An Ordinance for an amendment to the City of Fairview, Tennessee, budget for fiscal year 2024-2025 budget. (City Manager)

Discussion: City Manager, Tom Daugherty, explained the budget process. Mr. Daugherty stated the city is asking to increase allocations by \$106,880. Mr. Daugherty stated with this increase the city will still have an estimated ending fund balance for fiscal year 2025 of 5.7 million. Mr. Daugherty stated this increase will in no way put the city in jeopardy. Commissioner Bufalini confirmed that if approved there will be an additional reading at the next meeting. Mr. Daugherty stated that is correct. Commissioner Roberts asked Mr. Daugherty if there will be a public hearing or work session for this item. Mr. Daugherty replied a work session will be before the December 19th meeting and that a public hearing is not required for a budget amendment.

Motion to defer first reading of Ordinance 2024-18 to the December 19, 2024, BOC meeting: Commissioner Roberts
Second: Commissioner Bufalini

	YES	NO	ABSTAIN	RECUSE
Mayor Anderson		X		
Vice Mayor McDonald		X		
Commissioner Bufalini	X			
Commissioner Hall		X		
Commissioner Roberts	X			
MOTION FAILED 2-3				

Discussion continued: Vice Mayor McDonald stated in discussion with the department heads he learned the fire department has a time sensitive piece to their budget and asked if there is any process in which the fire department budget can be considered separately from the remaining departments. Mr. Daugherty replied the budget ordinance is all one document. Mayor Anderson reminded everyone again there will be two votes for this item and stated if the amendment passed tonight it could be deferred at the second reading after the work session if needed. Vice Mayor McDonald stated he feels its harmless to move past the first reading tonight and defer the second reading if more information is needed.

Motion to approve: Mayor Anderson
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 3-2				

J. 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)

Discussion: City Planner, Ethan Greer, stated this item is for exceptions to the height regulations listed in sections 6-101.1, 8-103.3, and 9-103.3 of the zoning ordinance. Mr. Greer stated this item received a favorable recommendation from the Planning Commission by a vote of 7-0 with two planning commissioners being absent. Mr. Greer stated this item was referred to his office by the police chief who sought a variance to allow for a 50 foot training tower at the police training facility, however the variance was denied by the Board of Zoning Appeals. Mr. Greer stated after the BOZA denied the variance the police chief reached out to the city’s legal counsel and after discussions on how other cities regulate items regarding community facilities this ordinance was written to permit community facilities which are all government built properties to allow a general height exception to community facilities which will allow the training tower to be 50 feet in

height. Mr. Greer stated currently the permitted height is 35 feet. Commissioner Bufalini asked for clarification on why the BOZA did not approve the variance request. Mr. Carter stated the BOZA legally could not approve the request because it was not a true variance request. Mr. Carter stated a true variance is due to the property having some type of unusual characteristic. Mr. Greer noted with the new rewrite of the zoning ordinance coming in the near future it will have a taller height than the current 35 feet. Commissioner Roberts asked Mr. Greer when construction will begin on the police training facility. Mr. Daugherty replied the city would like to have the project completed this fiscal year. Commissioner Roberts asked if the construction cost for this project is currently funded in the budget. Mr. Daugherty replied yes, originally \$500,000 was in the budget and the amended budget adds \$250,000 to it. Commissioner Roberts asked for an explanation on why 50 feet is needed instead of the 35 feet. Mr. Greer explained this exemption does not stop at 50 feet; this exemption will allow the government to build at any height. Commissioner Roberts then asked why this specific structure needs to be 50 feet. Mr. Daugherty replied it will help simulate shooting off of a roof or being in a three story building, it also will help to ensure safety by shooting at an angle down into the berm and will serve other purposes such as rappelling.

Motion to approve: Vice Mayor McDonald

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				

12. Roundtable: Mayor and Commissioners

Commissioner Hall – Commissioner Hall congratulated the new commissioners and thanked city staff their hard work.

Commissioner Bufalini – Commissioner Bufalini congratulated Commissioner Roberts and thanked his family, friends, and citizens for all their support.

Commissioner Roberts – Commissioner Roberts congratulated Commissioner Bufalini and thanked all of her supporters and city staff. Commissioner Roberts congratulated the Fairview Middle School wrestling team on their undefeated season and reminded everyone of the Christmas parade and tree lighting.

Vice Mayor McDonald – Vice Mayor McDonald congratulated the new commissioners and congratulated Mr. Liedl for being appointed to the Parks and Landscape Board. Vice Mayor McDonald thanked the board for trusting in him to fill the seat of Vice Mayor.

Mayor Anderson – Mayor Anderson welcomed the new commissioners. Mayor Anderson spoke about a leadership conference she attended and stated she will have a report available in the near future. Mayor Anderson also spoke about education opportunities available at TCAT. Mayor Anderson spoke about the opening of an innovation hub located in Franklin near the high school. Mayor Anderson encouraged everyone to take part in the Christmas festivities happening this weekend. Mayor Anderson welcomed Mr. Liedl to the Parks and Landscape Board and reminded everyone to help keep Fairview beautiful by picking up trash and not throwing it out.

13. Adjournment @ 8:53 P.M. – Vice Mayor McDonald

Rachel Jones

Rachel Jones, City Recorder