

CITY OF FAIRVIEW
BOARD OF COMMISSIONERS
WORK SESSION MINUTES
DECEMBER 19, 2024, 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, Keith Reed, Patti Carroll, Ben Knox

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

❖ **Call to Order by Mayor Anderson at 6:05 P.M.**

• **Items for Discussion:**

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

City Manager, Tom Daugherty, explained this is an amendment to the current budget which has already been approved by the state. Mr. Daugherty stated the city is requesting an additional appropriation of \$106,880. Mr. Daugherty stated the revenue side will only have to be amended up to the amount of the expenditures. Mr. Daugherty stated the items that are changing in the budget are reflected in orange. Mr. Daugherty opened the discussion up to the board for any questions. Commissioner Bufalini asked about three individuals in the budget who are getting pay increases, some who have worked for the city less than one year. Commissioner Bufalini asked about the salary for the city manager stating the city manager is now being paid \$158,857.96 according to his contract from November 7th and the amended budget line item shows \$155,000 with the original budget line item showing \$149,000. Commissioner Bufalini asked Mr. Daugherty if he would like to amend that number to reflect the actual amount of his salary. Mr. Daugherty replied no, that is considered immaterial due to the salaries line item for administration being kept the same. Mr. Daugherty stated that change came about six months into the year, and he believes the department of administration will be fine budget wise with that increase. Commissioner Roberts stated she is having a hard time resolving a few different departments in salaries stating that in the department of administration there are no amendments listed on the first line of salaries under personnel and the total number listed is \$404,317 however on the third page of the administration budget the total salary number is \$412,930. Commissioner Roberts stated even taking into account that Mr. Daugherty’s salary has changed the numbers still doesn’t add up. Mr. Daugherty replied the \$412,930 number is what the salaries actually are. Mr. Daugherty stated a couple of other departments are shown the same way. Commissioner Roberts stated the building and codes department salaries has the same question where the number listed on the first page for the department budget is different than the final salary number and stated she is not understanding why they do not match. Mr. Daugherty stated the numbers would match if they were amended however he is not

amending them to match due to the budget as a whole will make up any differences in that line item. Mr. Daugherty stated he did not adjust these two items because he felt like they are immaterial and could be covered in other areas of the budget. Mr. Daugherty stated if the board would like he can amend those numbers to match however it will increase the allocation amount. Mr. Daugherty stated the budget is a plan on how the city wants to spend money. Mr. Daugherty stated the goal of each department is to come in under budget at the end of the fiscal year. Mr. Daugherty stated when he looked at that number he looked at the rest of the budget and felt confident that the department as a whole would be under budget. Mr. Daugherty stated the department does not have to come in under budget line item for line item. Commissioner Roberts stated she understands that and asked if the differences in the salary line items is due to anticipating raising the salaries. Mr. Daugherty replied no, the only adjustment that happened after July 1 was his contract extension and the other discrepancies could be related to timing of the readings of the budget or timing of when the position was actually filled. Mr. Daugherty stated in the future he will make an attempt to make every hire after July 1. Mr. Daugherty stated in total personnel for the city he is asking for a decrease of \$1220. Commissioner Roberts stated the fire department budget shows a request for increased salaries and on the first page on that department an amendment is shown for salaries and questioned why that is not uniform across all of the departments. Mr. Daugherty responded he feels like it is immaterial, and the administration and planning budgets are healthy and believes the rest of the budget will compensate any overages with no issues. Commissioner Roberts stated she is unclear of what she is voting on whether it be the number on the first page or the number on the third page because they are not the same. Commissioner Roberts stated in the department of municipal court the salary amount shown on the first page went down and that number matches what is shown on the second page even though there was a person hired in October. Commissioner Roberts stated she has a list of inconsistencies and things that don't seem to make sense and is curious about why certain line items are not matching up. Commissioner Roberts asked Mr. Daugherty what numbers they are voting on if the numbers are different on each page. Mr. Daugherty replied the numbers to be voted on are the numbers highlighted in orange. Mr. Daugherty stated to Commissioner Roberts the numbers she is questioning have been approved and as a city the city is fine to stay with those numbers. Mr. Daugherty stated if the board wants the numbers to match exactly he can up the amount, but he feels like the budget will absorb any overages in other areas. Commissioner Bufalini asked if only the items in orange are being adjusted why does the salaries under administration show different amounts. Mr. Daugherty stated he did not get paid that salary the entire year and is projecting what he will get paid the rest of the year. Mr. Daugherty stated he made an error on the Economic Development Officer and did not put the step raise in the original budget but has corrected that. Commissioner Bufalini asked Mr. Daugherty why the city does not wait at least one year after employment to offer a salary increase. Mr. Daugherty stated it has been the practice of the city to give all step raises on July 1 and it has been that way ever since he has worked for the city. Mr. Daugherty stated when the Economic Development Officers step raise was accidentally left off he corrected it and added it. Commissioner Roberts asked when a staff member of the city gets a pay increase how is it normally done, is it voted on by the board or it is up to the city managers discretion. Mr. Daugherty replied its totally up to his discretion however under normal circumstances everything is shown in the beginning of the fiscal year budget. Commissioner Roberts asked if any other employees salary in the amended budget does not match what was approved in the original budget. Mr. Daugherty replied no, he don't believe so. Commissioner Roberts asked to look at the department of planning and codes because their budget has the

same problem with the salaries not matching up. Mr. Daugherty replied the difference he believes is in the codes inspector position which got misclassified. Mr. Daugherty stated originally that position he thought was going to be a grade 9 step 1 position however after talking with the city planner it was decided to start this position at a grade 10 step 1. Mr. Daugherty stated going forward he is not going to ask to hire for positions in the amended budget, he will only ask for new hires in the original budget. Mr. Daugherty stated the amended budget shows what every employee is making except the codes inspector is making \$574 less than what is shown. Commissioner Roberts stated what she is having a challenge with is these numbers shown for the salaries are not what was approved when the original budget was passed and suggested putting it in as an amendment or making a note, so everyone is clear on what happened. Mr. Daugherty stated again he is not asking for these numbers to change even though the actual numbers may be a little more it will be covered somewhere else in the budget however if the board wants it adjusted he can do it. Commissioner Roberts stated for her it's not a matter of whether or not we are taking care of staff and whether or not someone is getting paid to do the job they are doing but it's a question of how it looks and it looks like there are mid-year raises being given to certain people that was not passed in the original budget. Mr. Daugherty stated he is fine going on with the budget the city currently has, or he is willing to do what is needed to rectify this and move forward with the amended budget. Commissioner Bufalini stated what he would like to see is everything in orange excluded leaving everything the way it was prior with the exception of the fire department and police department promotions. Mr. Daugherty stated that can be done and asked for further clarification on what the board wants to see on the salary discussion if they want him to match the numbers or put a statement in writing explaining the discrepancies. Commissioner Roberts asked what the sundry line item covers in the budget. Mr. Daugherty replied its basically a miscellaneous line item for things there is not a line item for. Commissioner Hall asked Mr. Daugherty if the projected salary amount for the naturalist to be hired is to finish out the fiscal year. Mr. Daugherty replied yes all the new hires are projected for the remainder of year, not a full twelve month cycle. Mr. Daugherty stated he appreciates everyone's input and stated he would like to sit down with each commissioner and go over in more detail. Mr. Daugherty stated he wants the board to give him feedback on what they would like to see and stated he has tried to be as open as possible on the discrepancies. Commissioner Roberts asked Mr. Daugherty about the firing range bond for the police department stating for the current fiscal year the approved amount was for \$500,000 and there is an increase of \$250,000 for a new amended amount of \$750,000 and asked what that is based on. Mr. Daugherty replied that is based on hoping to get to the construction phase. Commissioner Roberts asked what has already been approved for that project. Mr. Daugherty replied everything has been approved to move forward. Chief Humphreys addressed the board stating the engineers are almost done with the site plan and are waiting on the sewer system to be approved by the county. Chief Humphreys stated after that the project will be put out for bid and the construction phase started. Commissioner Bufalini asked about the training and travel budget for the Board of Commissioners stating that Mayor Anderson has \$6250 in her line item and the other commissioners have \$750. Commissioner Bufalini stated Mayor Anderson went to a conference in Utah and stated her training and travel line item does not reflect that cost. Mayor Anderson stated the conference she attended was a leadership conference hosted by Williamson Inc for all the mayors in Williamson County. Mayor Anderson stated the department heads come to Mr. Daugherty and speak with him before he amends the budget to let him know what they need and what can be amended out of their budget. Mr. Daugherty stated that is correct. Mayor Anderson stated that since Commissioner Bufalini was a New York firefighter he

knows more about the fire department turnout gear than she does, but she can assure everyone that Mr. Daugherty did not take money out of the budget for turnout gear without speaking with Chief Hughes first. Mayor Anderson stated these work sessions are open to the community, and everyone is welcome to attend. Mayor Anderson also stated that it has been said several times that she negotiated Mr. Daugherty's contract and that is incorrect. Mayor Anderson stated that Mr. Daugherty and the city attorney negotiated the contract, and she had nothing to do with it.

❖ **Adjournment by Mayor Anderson at 7:04 P.M.**

Rachel Jones

Rachel Jones, City Recorder