



CURRENT BOARD MEMBERS

- [Lisa Anderson — Mayor](#)
- [Chris McDonald — Vice-Mayor](#)
- [Wayne Hall — Commissioner](#)
- [Carolyn Roberts — Commissioner](#)
- [Don Bufalini — Commissioner](#)

REGULAR MEETING
FEBRUARY 19, 2026
7:00 PM

MINUTES

1. Call To Order

Call to order by Mayor Anderson at 7:14PM.

2. Roll Call

Staff present: Tom Daugherty, Rachel Jones, Keith Paisley, Patrick Carter, Ethan Greer, Breanna Bailey, Scott Hughes, Ben Knox, Officer Ray Martin, Curtis Broadbent

Board present: Mayor Anderson, Vice Mayor McDonald, Commissioner Hall, Commissioner Roberts, Commissioner Bufalini

3. Prayer and Pledge

Prayer and Pledge lead by Mayor Anderson.

4. Mayor Comments

Mayor Anderson called the meeting to order, welcomed those in attendance, and expressed her appreciation to those joining remotely. She noted that the meeting is being recorded and will be available for viewing on the City's social media platforms and YouTube channel. Mayor Anderson also extended her gratitude to Officer Martin for attending to help ensure public safety.

5. Citizen Comments (limited to the first 5 citizens to sign in and a limit of 3 minutes each)

- Janet Gatewood (7012 City Center Way, Fairview) - Spoke in appreciation and support of Economic Development Officer and City Manager
- Andrew Mitchell (7309 Buckhorn Court, Fairview) - Candidate for County Commissioner
- Craig Cropper (2480 Fairview Blvd, Fairview) - Zoning Ordinance concerns

6. Approval of Agenda

Mayor Anderson asked to amend the agenda to add Resolution 09-26 as New Business item 11. G.

Motion to amend the agenda with the addition of Resolution 09-26 by Commissioner Roberts. Seconded by Commissioner Hall. Motion carried, 5-0 (unanimous).

Motion to approve the agenda as amended by Commissioner Roberts. Seconded by Vice Mayor McDonald. Motion carried, 5-0 (unanimous).

7. Public Announcements, Awards and Recognitions

A. City Events - City Manager, Tom Daugherty

8. Staff Comments and Monthly Reports

A. City Manager Report - City Manager, Tom Daugherty

9. Consent Agenda (any item may be removed for individual consideration)

Motion to approve consent agenda by Vice Mayor McDonald. Seconded by Commissioner Roberts. Motion carried, 5-0 (unanimous).

A. Minutes from February 5, 2026, BOC Regular Meeting

B. Minutes from February 10, 2026, Work Session (BOC, PC, TPUDC)

10. Old Business - None

11. New Business

A. Resolution 06-26

A Resolution of the Board of Commissioners of the City of Fairview, Tennessee, authorizing the installation of stop signs and related traffic control devices at the intersection of Cleveland Lane and Horn Tavern Road. (Commissioner Bufalini)

City Engineer Curtis Broadbent read his staff report into the record.

Motion to approve by Commissioner Bufalini. Seconded by Commissioner Hall. Motion carried, 5-0 (unanimous).

B. Resolution 07-26

A Resolution of the Board of Commissioners of the City of Fairview, Tennessee, accepting the bid for new monument entry signage. (City Manager)

City Manager Tom Daugherty reported that the City received one bid for the signage project, and the bid amount was below the allocated budget.

Discussion occurred.

Motion to approve by Commissioner Roberts. Seconded by Vice Mayor McDonald. Motion carried, 5-0 (unanimous).

C. Resolution 08-26

A Resolution of the Board of Commissioners of the City of Fairview, Tennessee, adopting a new and updated Americans with Disabilities Act (ADA) Transition Plan. (City Planner)

City Planner Ethan Greer explained that federal law requires Tennessee public entities with 50 or more employees to develop and maintain an ADA Transition Plan. The plan identifies existing physical barriers within City facilities, sidewalks, driveways, and buildings, and outlines methods and a schedule for achieving compliance with ADA standards. Mr. Greer stated the previous submission in 2020 was deemed insufficient by the State. Since that time, an inspection has been conducted to document facilities and identify deficiencies. A comprehensive Transition Plan has been prepared in the format requested by the State, detailing each facility, noted deficiencies, and the City's plan and timeline for bringing facilities into ADA compliance.

Discussion occurred.

Motion to approve by Vice Mayor McDonald. Seconded by Commissioner Roberts. Motion carried, 5-0 (unanimous).

D. Ordinance 2026-02, Zoning Ordinance

- Public Hearing - **No speakers**
- Ordinance 2026-02, An Ordinance of the City of Fairview, Tennessee, repealing the currently adopted Fairview Zoning Ordinance and Zoning Map and adopting a new Development Code entitled the "Fairview, Tennessee Development Code" and a new Zoning Map. (City Planner)

City Planner Ethan Greer provided an overview of the zoning ordinance project, which has been ongoing for approximately 20 months. The process included multiple public engagement opportunities, community input sessions at City Hall, online and in-person comment submissions, and a public draft presentation in August 2025. Comments from citizens were reviewed by staff and incorporated where appropriate into the final draft, released in January 2026.

The Planning Commission reviewed the draft, and joint work sessions with the Board and TPDC were conducted to address key points. Mr. Greer stated this is the first reading of the ordinance, with the opportunity for the Board to discuss and consider amendments based on Planning Commission recommendations. He explained a second public hearing is scheduled for March 5, 2026, at 7:00 PM at City Hall, followed by a potential vote on the second reading. He emphasized that a first reading vote does not adopt the ordinance; it only moves the process forward to the next step.

Motion to approve by Commissioner Roberts. Seconded by Commissioner Bufalini.

Mr. Greer read aloud the recommended amendments from the Planning Commission:

- 1. Create a meeting schedule that separates the first reading, public hearing and second reading as three separate Board of Commissioner meetings.
- 2. Add a section for public participation including developer led meetings.
- 3. Add Limited Use Standard for Automotive uses: two gas stations cannot be within 3,000 of roadway.
- 4. Remove Hilltop and Ridgetop regulations in total.
- 5. Add Limited Use Standard for Decentralized Wastewater -- must be furthest possible location from the public ROW and adjacent property lines. Remove Limited Use within Character District 4C, LI, HI, CV.
- 6. Add a Buffer requirement to Bowie Nature Park -- 50' Buffer, 25' adjacent to property line shall remain undisturbed.
- 7. Change Traffic Study requirements to require if -- 30 homes, with staff recommendation or part of a common plan of development.
- 8. Increase Lot/ Building Site Width for 4C for Large Scale Commercial Building Type to 400' max.
- 9. Table 6.9.1.A.1 Steep Slopes -- Change the percentage from 90% to 80%.

Discussion occurred regarding the buffer requirement for parks.

Discussion occurred regarding the proposed zoning map indicating the "Sullivan property" as CD4C zoning.

Motion to amend the proposed zoning map to remove CD4C zoning on the "Sullivan property" (Map 046 Parcel 08700) and change it to CD4 zoning by Vice Mayor McDonald. Seconded by Commissioner Hall. Motion carried, 4-1 (Anderson).

Discussion occurred regarding HOA's, traffic studies, and garage dimensions.

Motion to defer 30 days by Mayor Anderson. Seconded by Commissioner Bufalini. Motion carried, 5-0 (unanimous).

E. Ordinance 2026-03

An Ordinance to amend the Zoning Ordinance of the City of Fairview, Tennessee, by rezoning a 5.38 (+/-) acre parcel located at 7320 Northwest Highway consisting of Williamson County Tax Map 021 Parcel 056.07, from RS-40 (Single Family Residential) to R-20 (One and Two Family Residential), Property Owner: Ryan and Jessie Winkle. (City Planner)

City Planner Ethan Greer stated that the property was previously presented to the Board at the last meeting for annexation and is now being considered for rezoning to R-20.

Representative: Allison Corolla, T-Square Engineering

Discussion occurred.

Motion to approve by Vice Mayor McDonald. Seconded by Commissioner Roberts. Motion carried, 4-1 (Roberts).

F. Discussion (Commissioner Bufalini)

Administrative Communications

Commissioner Bufalini initiated discussion regarding administrative communications and expressed a desire for improved communication from the City Manager to the Board. Commissioner Bufalini noted that, at times, information about City matters is received from constituents before being communicated to the Board, which can hinder the ability of Commissioners to respond effectively to citizen inquiries. Commissioner Bufalini suggested establishing a more consistent communication process between city administration and the Board, such as a weekly email update from the City Manager outlining recent activities and upcoming items. City Manager Tom Daugherty responded that he is willing to provide a weekly email update to the Board. He indicated that while regular staff meetings primarily address routine operational matters, he does not object to sharing additional information to improve communication and keep Commissioners informed. City Attorney Patrick Carter suggested that a high-level weekly email from Mr. Daugherty, summarizing the past week and upcoming activities, would be sufficient to keep Commissioners informed without interfering with daily operations. Mr. Carter advised Commissioners to direct specific constituent questions back to Mr. Daugherty rather than replying to all, in order to maintain efficient communication. Mr. Carter emphasized that the Board's role is to set policy and pass resolutions and ordinances, while Mr. Daugherty is responsible for managing staff and day-to-day operations.

Citizen Correspondence to Departments

Commissioner Bufalini discussed citizen correspondence to City departments and the importance of timely responses. Commissioner Bufalini noted that delays in updates hinder the ability to address constituent concerns effectively and suggested providing brief weekly updates on ongoing items, including progress and anticipated next steps. Mr. Daugherty acknowledged the concern, noting the high volume of emails and occasional departmental staffing challenges, and committed to improving response times to both the Board and the public.

Citywide Emergency Response Plan

Commissioner Bufalini raised the topic of the City's emergency response plan and citizen preparedness. While noting that departmental and city-wide plans exist, Commissioner Bufalini suggested exploring additional ways to inform and assist residents during emergencies, such as providing a dedicated phone line, AI voicemail updates, or emergency supply boxes for use during events. The discussion highlighted that many residents were unaware of available resources, such as warming shelters, and emphasized the importance of clear communication before, during, and after emergencies. Commissioner Bufalini requested that staff consider options for shelter locations, emergency supplies, and improved public outreach, recognizing that cost, maintenance, and logistics would need to be addressed. Fire Chief Scott Hughes noted that the City participates in Williamson County's Emergency Management Plan.

G. Resolution 09-26

A Resolution authorizing the Mayor to execute authorized user agreements for emergency debris removal and emergency debris monitoring services for the City of Fairview, Tennessee. (City Manager)

City Manager Tom Daugherty provided input on property cleanup options, noting that some cities leave cleanup entirely to property owners, while others use city resources, which can be costly and disrupt other services. Mr. Daugherty indicated that the current approach using a combination of available resources and contractor services was considered the most practical option.

Discussion occurred.

Motion to approve by Commissioner Roberts. Seconded by Vice Mayor McDonald. Motion carried, 5-0 (unanimous).

12. Roundtable: Mayor and Commissioners

Commissioner Hall: Expressed appreciation to City employees for their efforts during recent events, Reminded residents to remain cautious due to lingering hazards, such as fallen or hanging tree branches, Thanked everyone for their participation.

Commissioner Bufalini: Congratulated the middle school basketball team for reaching the state level, Wished the high school basketball team success in the upcoming District 11 playoffs, Expressed appreciation to City staff, volunteers, and residents for their ongoing contributions to the community, Reflected on the evening's discussions, emphasizing the importance of safety, accountability, responsible growth, clear communication, and transparent decision-making, Highlighted that the Board's policies directly affect residents' daily lives and reaffirmed his commitment to asking difficult questions, relying on data, and making decisions that prioritize the City's well-being, Emphasized community pride and unity, noting that all residents are valued members of the community.

Commissioner Roberts: Suggested that discussion items be moved back to work sessions rather than placed on regular meeting agendas, Shared information about a volunteer opportunity to assist homeowners with storm damage cleanup.

Vice Mayor McDonald: Nothing

Mayor Anderson: Discussed the recent county resolution regarding annexations within the urban growth boundary, noting that it is only a recommendation to the State and that the City should retain authority over its annexation decisions, Highlighted safety concerns regarding E-Bikes, Shared positive updates about the newly proposed 24-hour Emergency Department Medical Campus in Fairview, Thanked City staff, Reminded everyone to help keep Fairview beautiful by picking up trash and not throwing it out.

13. Meeting Adjournment

Motion to adjourn by Commissioner Bufalini at 10:40PM.

City Recorder, Rachel Jones

Rachel Jones

Mayor, Lisa Anderson

Mayor Lisa Anderson