



CURRENT BOARD MEMBERS

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

WORK SESSION
JUNE 11, 2026
6:00 PM

MINUTES

1. Call To Order

Call to order by Mayor Anderson at 6:07PM.

Staff present: Bob Rial, Richard Ross, Keith Paisley, Scott Hughes, Breanna Bailey, Ben Knox, Ray Martin, Patti Carroll

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

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

Sheila Cook (7422 Swindon Blvd.) - Ms. Cook addressed the Board regarding:

- The Commissioners' annual \$5,000 community development allocations;
- Training, travel, and uniform expenditures;
- How these funds were used in the past fiscal year.

3. Old Business

A. Ordinance 2026-09

An Ordinance of the City of Fairview, Tennessee, adopting the annual budget and tax rate for the fiscal year beginning July 1, 2026, and ending June 30, 2027.

City Manager Rial began by thanking Commissioners for recent individual meetings with him and Finance Director Knox. He explained that two budget versions were distributed:

- Budget with a \$0.19 tax increase
- Budget with a \$0.25 tax increase

Mr. Rial referenced a revenue to expense comparison sheet, which covered:

- Audited FY21, FY22, FY23, FY24, FY25 numbers
- The recently amended FY25 budget
- Initial proposal with no tax increase

Mr. Rial cautioned that while the revenue to expense comparison sheet does not show line item detail, it demonstrates the long term trends affecting the City's financial health.

Mr. Rial explained that unrestrained use of unrestricted fund balance especially when revenue is cyclical creates

substantial risk. Mr. Rial emphasized that in the "no tax increase" scenario, the City's unrestricted balance would fall to about \$3.5 million, which he described as a "dangerous" level for a city operating a roughly \$11 million budget. He warned that under such conditions, the City might reach a critical low point around the end of the calendar year due to timing of property tax receipts and dependence on sales tax.

Finance: Mr. Knox reviewed the two revised budget options. Mr. Knox explained that the prior certified tax rate following reassessment would have been approximately \$0.8704 and the current tax rate had been reduced to approximately \$0.5904. Mr. Knox stated even under the higher proposal, the City would still be operating below what the tax rate otherwise would have been. Mr. Knox said the "no increase" version of the budget presented at the previous work session required multiple staff cuts; these two revised versions with a property tax increase does not have staff cuts. Mr. Knox explained approximately \$192,850 in non personnel reductions had already been applied to departmental budgets.

Vice Mayor McDonald sought clarification regarding the impact of reassessment versus an actual tax increase.

Mr. Knox confirmed that the City had lowered the tax rate during reassessment to maintain revenue neutrality and that the current discussion represented an increase above that adjusted rate.

Mr. Knox reviewed the City's debt obligations resulting from the winter storm and FEMA recovery efforts. Mr. Knox addressed FEMA related repayment obligations, explaining that if the State does not contribute, the City could owe approximately \$675,000, significantly impacting the City's reserves. If state participation reduced the local match requirement, that obligation could decrease to approximately \$337,000. Mr. Knox noted that Fund 300, supported by building permits, cannot maintain its \$243,000 annual bond payment, making structural changes necessary. Mr. Knox addressed FEMA related repayment obligations, explaining that if the State does not contribute, the City could owe approximately \$675,000, significantly impacting the City's reserves.

Under the \$0.25 proposal:

Approximately \$403,324 in additional revenue would remain after balancing operations. Those funds could be directed toward debt obligations and future FEMA obligations. Commissioners asked whether final reimbursement figures had been received. Mr. Knox reported that staff had completed the first phase of FEMA documentation ahead of schedule and had begun preparations for the second phase but had not yet received a determination regarding state participation.

Staffing and Hiring Freeze: Commissioners discussed whether hiring freezes could be used as a cost-saving measure. Staff clarified that both proposed tax increase scenarios preserved all current staffing positions. Commissioner Roberts suggested that vacancies resulting from retirements or resignations might warrant additional evaluation before being refilled. Commissioner Hall supported a case-by-case approach. Commissioner Bufalini noted that police and fire vacancies would likely require immediate replacement. Mr. Rial agreed that a blanket hiring freeze was impractical and stated that each position should be evaluated individually.

Mr. Rial further stated that a comprehensive departmental analysis would require several months, police and fire evaluations could take six weeks or more, smaller departments could be assessed more quickly, and recommendations could be developed prior to the next budget cycle.

Chipper and Leaf Removal Service: Discussion occurred around the City's residential chipper program. Commissioners expressed concerns that Public Works employees spend substantial time performing chipper operations, reducing their ability to address other maintenance needs.

Various alternatives were discussed, including:

- eliminating the service,
- temporarily suspending it,
- converting it to scheduled drop-off events,
- maintaining equipment while reducing collection frequency, and
- establishing designated community chipping days

Commissioners agreed that preserving services while improving efficiency should remain the goal. Staff agreed to review whether ordinances govern the existing schedule.

Holiday Compensation: The commissioners discussed proposed changes to holiday compensation.

Commissioners agreed that employees working holidays should receive additional compensation.

Discussion resulted in consensus supporting standard holiday pay for employees not scheduled to work; and compensation for employees actually working holidays. Mr. Knox said the financial impact appeared manageable.

Emergency Closure Policy: The Board discussed compensation practices during emergency closures, referencing the winter storm.

Questions included:

Whether employees unable to work due to City closures remained compensated, whether reassignment opportunities existed, how remote work options could be utilized, and whether policies should be revised. Mr. Rial indicated that future policy review would be appropriate.

Long-Term Financial Planning: Throughout the discussion, commissioners and staff repeatedly emphasized the need to improve long-term planning.

Topics included:

Regular budget monitoring, trend analysis, earlier budget amendments, multi-year forecasting, equipment replacement planning, debt reduction strategies, and avoiding structural deficits.

The board asked Mr. Rial and Mr. Knox to go through the budget and to see if they could locate other areas that could be cut. The meeting concluded with a reminder from Mayor Anderson that the second and final reading of the budget will be held on Thursday, June 18th at 7pm with a public hearing.

4. Meeting Adjournment

Adjournment by Mayor Anderson at 7:50PM.

Richard Ross

A handwritten signature in blue ink, appearing to read "Richard Ross", is written over a horizontal line.

Mayor, Lisa Anderson

A handwritten signature in blue ink, appearing to read "Lisa Anderson", is written over a horizontal line.

The above minutes are intended to serve as a summary of the motions passed and matters discussed during the meeting. This document is not intended to be a verbatim transcript of all statements made.