

CITY OF FAIRVIEW
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
JULY 17, 2025, 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, Patrick Carter, Ethan Greer, Scott Hughes, Bre Bailey, Zack Humphreys, Ben Knox, Patti Carroll

1. **Call to Order @ 7:01 P.M.** – Mayor Anderson
2. **Roll Call** – City Recorder, Rachel Jones

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

3. **Prayer and Pledge** – Mayor Anderson
4. **Mayor Comments** – Mayor Anderson welcomed everyone and thanked everyone for attending. Mayor Anderson reminded everyone to be polite and courteous while speaking. Mayor Anderson also reminded everyone to please use their microphones and to speak clearly.
5. **Approval of the Agenda**

Mayor Anderson asked to move item 11. I. to item 11. A. making resolution 38-25 item 11. A. 1. and resolution 31-25 item 11. A. 2.

Motion to approve as amended: 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				

6. **Citizen Comments**
 - A. Colleen Van Fossen – 7801 Pinecrest Ct
 - B. Helene Engel – 7189 Dice Lampley Rd
7. **Public Announcements, Awards, Recognitions**
 - A. **City Events** – City Manager, Tom Daugherty

B. Fairview Public Library – Amanda Jones and Beth Hindman

8. **Staff Comments and Monthly Reports**

- A. **Police Department Report** – Police Chief, Zack Humphreys
- B. **Fire Department Report** – Fire Chief, Scott Hughes
- C. **Public Works Department Report** – City Manager, Tom Daugherty
- D. **Finance Report** – City Manager, Tom Daugherty
- E. **City Manager Report** – City Manager, Tom Daugherty

9. **Consent Agenda**

A. **Minutes from June 17, 2025, Board of Commissioners Regular Meeting.**

Motion to approve consent agenda: Commissioner Roberts
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 4-0 (1 Abstain)				

10. **Old Business**

A. **Annexation – Old Cox Pike**

1) **Public Hearing**

- a) Colleen Van Fossen – 7801 Pinecrest Ct
- b) Deb Cali – 7833 Pinecrest Ct
- c) Annette Beique – 7164 Dice Lampley Rd

2) **Resolution 34-25, A Resolution to annex certain territory upon written consent of the owner and to incorporate the same within the boundaries of the City of Fairview, Tennessee, with RS-40 Single Family Residential Zoning, Map 043, Parcels 015.00, 052.00, 053.00, Old Cox Pike, 53.162 (+/-) Acres, Owner: Marlon Cunningham. (City Planner)**

Staff Report: City Planner, Ethan Greer stated this annexation received a positive recommendation from the Planning Commission, this property is in the city’s urban growth boundary, and this property is contiguous with city properties. Mr. Greer stated if this annexation is approved a rezoning request to R-20 will be submitted in the near future.

Representative: Todd Olsen - Anderson, Delk, Epps & Associates, Inc.

Discussion: Commissioner Roberts discussed with Mr. Olsen the topography of this property and asked about bodies of water on this parcel. Mr. Olsen addressed sewer availability for this property and stated WADC will be making upgrades in the area to sewer lines and pump stations that will serve this property as well as be beneficial for surrounding neighborhoods. Mr. Greer stated the 2040 comprehensive plan shows this area as medium residential. Commissioner Roberts suggested waiting until the new zoning ordinance is in place before annexing and rezoning this property. Vice Mayor McDonald suggested going ahead and annexing this property then potentially delaying the rezoning process until the new zoning ordinance is adopted. Mr. Greer stated if this

annexation is denied the applicant will not be able to re-apply for one year. Mr. Greer also stated this annexation received a positive recommendation from all city staff.

Motion to approve: 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 PASSED 3-2				

11. New Business

A.1. Resolution 38-25, A Resolution of the Board of Commissioners of the City of Fairview, Tennessee, authorizing the Mayor to execute a local agency project agreement between Tennessee Department of Transportation (TDOT) and the City of Fairview, Tennessee regarding the “I-40 Interchange Lighting at Exit 182”. (Economic Development)

Staff Report: Economic Development Officer Patti Carroll explained she learned of a 50/50 grant that will allow the city to partner with TDOT to add lighting at the 182 exit. Ms. Carroll stated that exit is very dark and curvy and is not appealing. Ms. Carroll stated not only will the added lighting help with economic development but it will also help with safety in the area.

Representatives: Danielle Hagewood and Caleb Smith - TDOT

Discussion: Mr. Smith stated lighting is a proven safety measure by the Federal Highway Administration and added lighting is proven to reduce crashes at intersections. Mr. Smith stated TDOT’s traffic design division has put together a preliminary conceptual lighting design for the 182 exit that will consist of eight high mass lighting poles. Mr. Smith stated the goal is to light up the area particularly the intersections and merge points onto the interstate. Mr. Smith stated the cost share is 50/50 and the current estimate is right over two million dollars. Ms. Hagewood stated TDOT currently has the construction slated in fiscal year 2028. Ms. Hagewood also stated once this project is completed the city will be responsible for maintenance and monthly costs. Commissioner Roberts asked if it would be possible to take some additional time to review information. Ms. Hagewood replied the city can sign the contract anytime however TDOT cannot authorize any funds until the agreement is in place. Commissioner Hall asked for data on how the lighting will help with commercial development in the area. Ms. Hagewood stated they do not track that kind of data, they focus on the safety aspect. Vice Mayor McDonald asked what the completion timeline for this project is. Ms. Hagewood replied 36-48 months from the time the contract is signed. City Manager Tom Daugherty stated the city has until December 15, 2026, to spend bond funds however funds for this project can be put into an account with the local government investment pool and the funds will be shown as spent. Vice Mayor McDonald stated he feels this project will have a positive impact for safety and economic development. Vice Mayor McDonald suggested scheduling a work session next month to have more discussion on funding and to have more data presented. Mr. Daugherty briefly explained the bond funds and what they can be used for. Mr. Daugherty stated a 50/50 grant is great for the city and he feels this project will have a positive impact on the city. Mr. Smith stated during the design process TDOT can work with the city on the design to possibly cut cost if any overages arise.

Mayor Anderson stated she would like to see this entire area lit up to be more inviting for commercial business and residents. Mayor Anderson also stated the 50/50 grant is a great opportunity for the city. Commissioner Roberts stated it is important to get more data to see what time of day accidents are occurring or if possibly additional signage is needed and stated there is no harm in waiting an additional thirty days to discuss options. Vice Mayor McDonald commented that adding lighting will help the first responders that serve this area.

Commissioner Bufalini made a motion to defer this item to August 21, 2025, with a work session prior.

Second: Commissioner Roberts

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

Motion to approve: Commissioner Roberts

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 4-1				

A.2. Resolution 31-25, A Resolution of the Board of Commissioners of the City of Fairview, Tennessee, confirming the appointment of three (3) citizens to the Planning Commission.

Motion to appoint Demetrius Ritt: Mayor Anderson

Second: Vice Mayor McDonald

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

Motion to appoint Andrew Mitchell: Commissioner Bufalini

Second: Commissioner Hall

	YES	NO	ABSTAIN	RECUSE
Mayor Anderson		X		
Vice Mayor McDonald		X		

Commissioner Bufalini	X			
Commissioner Hall	X			
Commissioner Roberts		X		
MOTION FAILED 2-3				

Motion to appoint Rod Dawon: Commissioner Roberts
Second: Vice Mayor McDonald

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

Motion to appoint Hayley Schulist: Vice Mayor McDonald
Second: Mayor Anderson

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

****Demetrius Ritt, Rod Dawson, and Hayley Schulist appointed to the Planning Commission****

- B. Resolution 32-25, A Resolution of the Board of Commissioners of the City of Fairview, Tennessee, confirming the appointment of four (4) citizens to the Board of Zoning Appeals.**

Motion to appoint Mike Anderson, Greg DeWire, Julia Hill, and Andrew Mitchell:
 Mayor Anderson
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				

****Mike Anderson, Greg DeWire, Julia Hill, and Andrew Mitchell appointed to the BOZA****

- C. Resolution 33-25, A Resolution of the Board of Commissioners of the City of Fairview, Tennessee, confirming the appointment of two (2) citizens and one (1) commissioner to the Parks and Landscape Board.**

Motion to appoint Commissioner Hall: Mayor Anderson

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 4-0 (1 Abstain)				

Motion to appoint Blake Gillespie: Vice Mayor McDonald

Second: Mayor Anderson

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

Motion to appoint Kristin Courtney: Mayor Anderson

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 3-2				

**** Commissioner Wayne Hall, Blake Gillespie, and Kristin Courtney appointed to the Parks and Landscape Board****

D. Resolution 37-25, A Resolution authorizing the City of Fairview to participate in the “Safety Partners” matching grant program. (Fire Chief)

Staff Report: Fire Chief Scott Hughes explained this is a matching grant for up to \$2000 from Public Entity Partners that the fire department applies for every year to purchase safety gear.

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				

E. Ordinance 2025-10, An Ordinance of the City of Fairview, Tennessee, adopting the 2024 editions of the International Building Code, International Residential Code, International Plumbing Code, International Mechanical Code, and International Energy Conservation Code, with local amendments, and providing for related matters. (City Planner)

Staff Report: City Planner Ethan Greer explained the city currently operates under the 2018 International Codes. Mr. Greer stated most of the amendments in the 2024 code are within the energy code section and that adopting this ordinance will keep the city compliant with state laws.

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. Ordinance 2025-11, An Ordinance regulating open burning within the Municipal Limits of Fairview, Tennessee. (Fire Chief)

Staff Report: Fire Chief Scott Hughes explained this ordinance is a revision to the city's open burn ordinance. Chief Hughes stated this ordinance addresses commercial burning and land clearing. Chief Hughes stated the new stipulations require an air curtain for commercial burning for developments that are greater than 20 acres. Chief Hughes stated any development under 20 acres cannot burn. Chief Hughes stated the setbacks have also changed to 500 feet from any structure or property line. Chief Hughes stated this ordinance will essentially shut down any open burning within the city with the exception of camp fires and fire pits.

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. Ordinance 2025-12, An Ordinance of the City of Fairview, Tennessee, to require Knox Box key access systems for certain occupancy groups to ensure emergency responder access. (Fire Chief)

Staff Report: Fire Chief Scott Hughes stated this ordinance adds language that the Knox Box requirement be retroactive meaning older businesses will need to comply with the Knox Box requirement within 180 days of notification from the Fire Marshal.

Discussion: Mayor Anderson asked how the fire department accesses residential homes with electronic gates in the event of an emergency situation. Chief Hughes replied hopefully someone will open the gate and some gates with newer technology will open by pushing against them. Chief Hughes stated they cannot require a resident to have a Knox Box; the requirement is only for businesses.

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				

H. Ordinance 2025-13, An Ordinance of the City of Fairview, Tennessee, to amend Ordinance 2019-21 and Sections 7-201, 7-202, And 7-203 of the Fairview Municipal Code to adopt the 2024 Edition of the International Fire Code including all appendices and to establish additional fire protection requirements for certain occupancies. (Fire Chief)

Staff Report: Fire Chief Scott Hughes explained this ordinance moves the city to the 2024 International Fire Code to correspond with the city’s planning department moving to the 2024 International Building Codes.

Motion to approve: 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 PASSED 5-0				

12. Roundtable: Mayor and Commissioners

Commissioner Hall – Commissioner Hall thanked all city staff. Commissioner Hall also thanked four citizens that helped him with a personal situation.

Commissioner Bufalini – Commissioner Bufalini requested the board review the current sitting planning commission members due to consistent lack of engagement. Commissioner Bufalini stated the July 3rd event was amazing and thanked city staff for their hard work.

Commissioner Roberts – Commissioner Roberts thanked all the applicants who applied to serve on the city boards. Commissioner Roberts also thanked everyone involved in the July 3rd event. Commissioner Roberts congratulated the new city employees and congratulated the baseball and softball teams for their outstanding season. Commissioner Roberts reminded everyone that the library is collecting books, puzzles, and games for the book sale.

Vice Mayor McDonald – Vice Mayor McDonald congratulated all the newly appointed board members and encouraged those who didn't get appointed to reapply in the future. Vice Mayor McDonald welcomed the new librarian to Fairview. Vice Mayor McDonald congratulated the new city employees. Vice Mayor McDonald commended Richard Ross on a job well done with the excellent July 3rd event.

Mayor Anderson – Mayor Anderson stated she appreciates everyone who came out and applied for the board positions and congratulated the new appointees. Mayor Anderson stated Mr. Ross is already working on donations and sponsors for next year's July 3rd event and thanked him for his hard work and dedication. Mayor Anderson congratulated the two new police officers for graduating the police academy. Mayor Anderson encouraged everyone to go check out the library and meet the new librarian. Mayor Anderson thanked all city staff and reminded everyone to help keep Fairview beautiful by picking up trash and not throwing it out.

13. Adjournment @ 10:53 P.M. – Commissioner Bufalini



Rachel Jones, City Recorder

<https://www.youtube.com/watch?v=1vNcgV3RFDI>