

CITY OF FAIRVIEW

BOARD OF COMMISSIONERS MEETING MINUTES

January 3, 2019

John W. Blade, Mayor
Debby Rainey, Vice Mayor
Derek K. Burks, Commissioner
Shannon L Crutcher, Commissioner
Scott Lucas, Commissioner
Scott Collins, City Manager
Tim Potter, City Attorney
Brandy Johnson, City Recorder

Present: Blade, Burks, Crutcher, Lucas, Rainey

Others Present: Potter, Johnson, Costanzo, Daugherty, Hughes, Humphreys, Sullivan

Absent: Collins

1. **Roll Call** – Recorder Johnson confirmed all members were present for a quorum

2. **Call to Order by Mayor Blade at 7:00 p.m.**

A. Prayer and Pledge led by Mayor Blade

3. **Approval of the Agenda/Executive Session Announcements -**

Motion: Crutcher

Second: Rainey

	Yes	No
Mayor Blade	x	___
Vice Mayor Rainey	x	___
Commissioner Burks	x	___
Commissioner Crutcher	x	___
Commissioner Lucas	x	___

4. **Public Hearing – N/A**

5. **Citizen Comments – NONE**

6. **Public Announcements, Awards and Recognitions**

A. Fiscal Year 2018 Audit Presentation – John Roland, Audit Manager with Yeary, Howell and Associates, CPA, presents the audit for fiscal year ending June 30, 2018. Roland notes for the third year in a row they are presenting a clean audit opinion. Revenues were flat, actually \$45,000 less, compared to the previous year, and expenditures were up (as planned and budgeted). Only three departments came in slightly over budget with no significant internal control deficiencies. They have no conditions to report to the board.

7. **Staff Comments and Monthly Reports**

A. **Fire** – Chief Hughes presents the December report noting they ran 85 calls in December (as compared to 95 in December of 2017) of which 64% were medical related calls. Call volume overall in 2018 increased to 1111 compared to 1043 in 2017. Training for the year totaled 5372 hours which

includes 93 hours specific to hands-on EMS training but more is included in online classes. Training hours include those spent in company training, daily shift training and online training.

- B. **Police** – Chief Humphreys notes the police department is staffed to budget at 21. Stats for the month of December: 1036 calls for service with 92 arrests including 4 domestic, 3 DUI, 32 drug-related and 9 theft. They issued 23 citations and serviced 10 accidents which were property damage only (no injuries). We had 256 hours of overtime in December and completed 96 hours of training. Other December highlights include Shop with a Cop and gift card traffic stops, Christmas parade and Chief performed a surprise audit of the evidence room and discovered no deficiencies.

8. Consent Agenda (Any Item May be Removed for Individual Consideration)

- A. Minutes from the December 20, 2018 Board of Commissioners Meeting
B. Minutes from the December 20, 2018 Board of Commissioners Workshop

Motion: Crutcher
Second: Burks

	Yes	No
Mayor Blade	x	___
Vice Mayor Rainey	x	___
Commissioner Burks	x	___
Commissioner Crutcher	x	___
Commissioner Lucas	x	___

9. Old Business – N/A

10. New Business

- A. Acceptance of the Fiscal Year 2018 Audit

Motion: Crutcher
Second: Burks

	Yes	No
Mayor Blade	x	___
Vice Mayor Rainey	x	___
Commissioner Burks	x	___
Commissioner Crutcher	x	___
Commissioner Lucas	x	___

- B. Ordinance 2018-24, An Ordinance to Amend the City of Fairview Zoning Ordinance by Changing the Official Zoning Map for Tax Map 22, Parcel 130.02, Consisting of 2 Acres, Located on Sweetbriar Road, From a RS-40 (Low-Density Residential) Zoning District to a R-20 (Medium-Density Residential) Zoning District, owner: James P. Caldwell, Jr. – Commissioner Burks notes this received a positive recommendation from the Planning Commission. Phillip Caldwell was present and noted he is requesting the change to complete the four remaining lots of the subdivision to match the rest of the development.

Motion: Rainey
Second: Crutcher

	Yes	No
Mayor Blade	x	___
Vice Mayor Rainey	x	___
Commissioner Burks	x	___
Commissioner Crutcher	x	___
Commissioner Lucas	x	___

- C. Ordinance 2018-25, An Ordinance to Amend the City of Fairview Zoning Ordinance by Changing the Official Zoning Map for Tax Map 22, Parcel 145.01, Consisting of 1 Acre, Located at 7605 Herlie Lane, From a RS-40 (Low-Density Residential) Zoning District to a R-20 (Medium-Density Residential) Zoning District, owners: Mark and Linda Williams – Commissioner Burks questioned whether the setbacks will be able to be met by splitting the triangle-shaped lot into two. City Planner, Kristin Costanzo, states yes, the lots will be 20,000 square feet each and they did a rough layout in her office to verify they will be able to meet the requirements.

Motion: Crutcher
Second: Burks

	Yes	No
Mayor Blade	x	___
Vice Mayor Rainey	x	___
Commissioner Burks	x	___
Commissioner Crutcher	x	___
Commissioner Lucas	x	___

- D. Ordinance 2018-26, An Ordinance to Amend the City of Fairview Zoning Ordinance by Changing the Official Zoning Map for Tax Map 043, Parcel 23.00, Consisting of 111 Acres, Located on Cox Pike, From a RS-40 (Low-Density Residential) Zoning District to a R-20 PUD (Medium-Density Residential Planned Unit Development) Zoning District with 141 Proposed Lots, applicant: Tony Cavender – Commissioner Crutcher made a motion for approval with Commissioner Burks seconding. Vice Mayor Rainey confirmed with Recorder Johnson that the PUD restrictions have sunset. This property has 19.5 acres with 17% open space, 5 feet wide walking trails, tot lot, pavilion, step system which creates buffers on the west side to adjacent properties. The smallest lot is 15,000 square feet but most are 20,000. The homes are all masonry product (brick, hardy board, stone) with concrete drives. There is one main entrance on Cox Pike and a secondary, emergency access only drive off of Lake Road. There are 141 houses planned while the density would allow for 244 but the topography only allows for the 141. The Board had concerns over the single entrance and whether the secondary emergency access should be made into an open access as well as parking spaces near the walking trails or pavilion area. Crutcher withdrew motion. Attorney Potter raised concerns over changing items on a master plan that has been approved by the Planning Commission without their input. Burks made a motion to defer back to the Planning Commission then withdrew. Burks made a motion to approve with the changes discussed of 2 entrances and determine whether one way or two way seconded by Rainey then withdrawn. Crutcher made a motion to approve and request the Planning Commission review the two narrow suggested changes of the second entrance and additional parking seconded by Commissioner Lucas.

Motion: Crutcher
Second: Lucas

	Yes	No
Mayor Blade	x	___
Vice Mayor Rainey	x	___
Commissioner Burks	x	___
Commissioner Crutcher	x	___
Commissioner Lucas	x	___

- E. Resolution 01-19, A Resolution of the City of Fairview Authorizing the City Manager to Contract with Civil & Environmental Consultants (C.E.C.) for Engineering Services Related to a Remediation Plan for the City's Roads, Bridges and Adjacent Drainage Systems

Motion: Rainey
Second: Lucas

Yes	No
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Mayor Blade	x	_____
Vice Mayor Rainey	x	_____
Commissioner Burks	x	_____
Commissioner Crutcher	x	_____
Commissioner Lucas	x	_____

- F. Resolution 02-19, A Resolution of the City of Fairview Authorizing the City Manager to Contract with Grindstone Roofing & Restoration for Maintenance Repairs on the City Hall Building

Motion: Rainey

Second: Burks

	Yes	No
Mayor Blade	x	_____
Vice Mayor Rainey	x	_____
Commissioner Burks	x	_____
Commissioner Crutcher	x	_____
Commissioner Lucas	x	_____

11. Communications from the Mayor and Commissioners

- A. **Commissioner Burks** hopes everyone had a good holiday and he looks forward to serving for another year.
- B. **Commissioner Crutcher** – NONE
- C. **Commissioner Lucas** - NONE
- D. **Vice Mayor Rainey**
- E. **Mayor Blade** - NONE

- 12. Adjournment** – Motion by Commissioner Burks and meeting was adjourned at 8:14 p.m.

Brandy Johnson
City Recorder