

# CITY OF FAIRVIEW

## BOARD OF COMMISSIONERS MEETING MINUTES

December 17, 2015

Patti L Carroll, Mayor  
Toney R Sutton, Vice-Mayor  
Allen Bissell, Commissioner  
Shannon L Crutcher, Commissioner  
Stuart L Johnson, Commissioner  
Wayne Hall, City Manager  
Larry Cantrell, City Attorney  
Brandy Johnson, City Recorder

Present: Carroll, Sutton, Bissell, Crutcher, Johnson

Others Present: Hall, Alexander (sub. for Cantrell), Daugherty, Johnson, Paisley

**1. Call to order by Mayor Carroll at 7:01 p.m.**

A. Prayer and Pledge by Mayor Carroll

**2. Approval of the Agenda –** Vice Mayor Sutton made a motion for approval seconded by Commissioner Bissell. City Manager Hall noted item 8E needs to be deferred indefinitely. All were in favor.

**3. Citizen Comments – (Limited to the first 5 citizens to sign in and a limit of 3 minutes each) - NONE**

**4. Awards and/or Recognitions –**

A. City Manager Hall welcomes the Women of Worth (WOW) group and recognized them for their contribution to the newly installed butterfly garden in Bowie Park overlooking Lake Vann where a Forrest Pansy Redbud was removed due to TVA regulations earlier in the year. The groups objective was to honor their friend and member, Linda Taylor, who recently passed.

**5. Public Announcements –**

- A. City Manager Hall issues a reminder of emissions testing every Monday and Tuesday from 7:30 am until noon
- B. Mayor Carroll notes City Hall will be closed December 24, 25 and January 1 for the holidays

**6. Staff Comments –**

- A. City Manager Hall (as Codes Director) announces Bellehaven (formerly Brownlyn Farms) was in staff review this week and will be on the January Planning Commission agenda. Also on January's agenda is an extension to Polston Place, 72 unit garden apartment and an addition to the FHS auditorium.
- B. City Recorder Johnson notes the most recent numbers on census returns of 1,423 households and 3,799 individuals. Johnson relays disappointment over the lack of citizen responses from the second letter noting a third, final letter will be mailed right after Christmas and due back by mid January. Any households who have not responded after that time will attempt to be contacted by Crisp via phone or door knocking. Please encourage your friends and neighbors to respond.
- C. Finance Director Daugherty presents the finance report for November noting revenues came in at \$390,986 and expenditures at \$367,535. Revenues for the month were over budget by \$4,789 and expenditures under budget by \$37,827. Year to date revenues less expenditures reveal a surplus of \$83,041. Our estimated fund balance total is \$545,304 but we still have a deficit of \$729,297 in the general operating fund. The good news on the audit finding of the \$227,000 for the grant expenditure is that once that is all paid out we can reverse it from the books. Carroll states even though things still look gloom I am thrilled that the department heads have been able to work within their budgets and thanked them for their efforts.

- D. Parks Director Paisley thanked all the volunteers for their help at Community Parks Day as well as the Friends of Bowie Park for their help. The Memorial Tree event is this Saturday from 12 to 3 at Joann's Classroom. Vice Mayor Sutton requests researching some type of mat for safety near the handicap accessible swing on the playground. Paisley states they have begun researching and will include this item in their next budget.
- E. Fire Captain Scot Hughes reminds everyone to water their live Christmas trees often and don't overload electrical outlets to keep your family safe this season. Hughes notes trees may be dropped off at Bowie Park for recycling but be sure to remove all lights and decorations first.

**7. Approval of the Minutes** – (only needed if removed from consent agenda)

**8. Consent Agenda Consisting of Items as Follows:**

- A. Approval of the Minutes from the December 3, 2015 Board of Commissioners meeting
- B. Bill #2015-42, Ordinance No. 907, An Ordinance to Amend City of Fairview, Tennessee, Municipal Code, Title 14, "Zoning & Land Use Control," Chapter 2, "Zoning Ordinance," Section 14-204, "Schedule of Fees"
- C. Bill #2015-43, Ordinance No. 908, An Ordinance to Amend City of Fairview, Tennessee, Municipal Code, Title 14, "Zoning & Land Use Control," Chapter 2, "Zoning Ordinance," Section 14-205, "Professional Consultant Review Fee Deposits"
- D. Bill #2015-44, Ordinance No. 909, An Ordinance for an Amendment to the City of Fairview, Tennessee, Budget for Fiscal Year 2015-2016 Budget (Proper TAN Accounting)
- ~~E. Bill #2015-45, Ordinance No. 910, An Ordinance To Change The Zoning Of Certain Property In The City Of Fairview, Tennessee, Located Off Tiger Trail, Owned By Benny Sullivan, As Shown On, Williamson County, Tax Map 042, Parcel 28.00, From RS — 40 (Residential), To R-20 PUD Overlay (Residential/Planned Unit Development), 15.49 Acres-ITEM DEFERRED INDEFINITELY~~
- F. Resolution No. 36-15, A Resolution to Set a Public Hearing for the Purpose of Obtaining Public Comment on an Ordinance to Amend City of Fairview, Tennessee, Municipal Zoning Code, Article XV, Section 15-102, "Role of the Planning Commission"
- G. Resolution No.38-15, A Resolution to Set a Public Hearing for the Purpose of Obtaining Public Comment on an Ordinance to Amend City of Fairview, Tennessee, Municipal Zoning Code, Article XV, Section 15-103, "Design Review Manual"

Commissioner Bissell made a motion for approval with Vice Mayor Sutton seconding. All were in favor.

**9. Old Business**

**10. New Business**

- A. Discuss and/or Take Action on Preserving the Appearance Right Before the Board of Commissioners (Regarding the Cox Pike Development), at the Request of the Developer, Tom Smythe, the Hearing Will be Held January 21, 2016 – City Manager Hall states the developer, Tom Smythe, is requesting an extension on his 60-day right of appeal until Attorney Cantrell returns. Mr. Smythe was present. Commissioner Johnson made a motion for approval with Commissioner Crutcher seconding. All were in favor.
- B. Discuss and/or Take Action on Approval for Application to the Assistance to Firefighters Grant (AFG) – Captain Scot Hughes requests approval to make application for the AFG to ensure the Board will meet the match. If the city were awarded the maximum in all three categories the match would be \$50,000 for a \$1 million award as it is a 95/5 grant. The problem is not knowing exactly when the award will be made and it could come as early as April 2015, however, we have 60 to 90 days to come up with the matching funds. Hughes notes we would apply for an engine to replace Engine 32 (which is more than 20 years old), an Air/Light/Rehab vehicle under the regional vehicle section and they haven't yet decided the best choice in the equipment/operations section. Vice Mayor Sutton made a motion for approval with Commissioner Johnson seconding. Commissioner Crutcher questioned if our existing equipment could be sold to pay for part of the match and Hughes answers likely not because of the age of the engine and part of the requirement of the grant is to get the old equipment out of service. Hughes notes the requirements fluctuate every year and he will double check on this issue. CFO Daugherty states we are \$247,000 ahead in revenues and don't foresee a reverse on this trend. Daugherty notes he believes we could still

meet all goals and objectives even if we had an extra \$50,000 expenditure in April. Crutcher asks if we must pay all the funds up front and be reimbursed like the TDOT grants. Hughes states no, they pay the 95% up front. All were in favor.

**10. City Manager Items for Discussion –**

- A. Miscellaneous Updates – Hall requested Recorder Johnson read an email from Stewart Rutledge explaining his gratefulness for Hall's assistance on his project as well as that of other city staff. Hall reiterates the teamwork of staff from every department, committees, and boards noting that everyone is doing a fantastic job and Fairview is getting noticed by those around us. Hall advises the paving project on New Hope Rd, New Hope Pass and Dice Lampley Rd has been completed and wishes everyone a Merry Christmas.
- B. City Attorney Comments – Attorney Alexander notes that Attorney Cantrell was in the office some this week and is greatly improving and thanks the Board for the experience he has gained while sitting in for Cantrell.

**11. Communications from the Mayor and Commissioners –**

- A. Commissioner Johnson wishes everyone a Merry Christmas and Happy New Year
- B. Vice Mayor Sutton echoes Johnson's sentiments and thanks the staff for a great year and the citizens for volunteering noting their efforts are what make our town special
- C. Commissioner Bissell asks the citizens to please fill out their census forms noting we made an investment in this project. Bissell wishes everyone a Merry Christmas and Happy New Year and safe travels.
- D. Commissioner Crutcher echoes Bissell's comments on the census and holiday wishes. Crutcher states if you have not seen the video from Crosspoint Church joining with Fairview Police please take a moment to watch it online.
- E. Mayor Carroll announces Fairview is the recipient of a multi-modal grant to close the gap on the sidewalks on Highway 100 around the location of Fast Pace. This is a 95/5 grant and we received the confirmation from MPO that we were selected and just lack the final decision from TDOT. This will solve a big safety issues for many residents that walk in that area. Carroll asks that everyone return their census forms and brags on city staff for their help with staying in budget. Carroll states we have overcome a lot in the past year and it takes a wonderful team supporting each other. Carroll wishes everyone a Merry Christmas and Happy New Year and to enjoy the time with their family.

**12. Adjournment –** Commissioner Crutcher made a motion for adjournment and meeting was adjourned at 7:53 p.m.

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**Brandy Johnson**  
**City Recorder**