

# CITY OF FAIRVIEW

## BOARD OF COMMISSIONERS WORK SESSION MINUTES

December 20, 2018

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, Lucas, Rainey

Others Present: Collins, Potter, Blade

**(1) Call to order** by City Manager Collins at 6:11 p.m.

**(2) Items of Discussion –**

- Court Operations – Court operations have been reviewed with our court clerk, Gina Mangrum, and the auditors and we think improvements can be made to improve the financial standing of the court. Police overtime budget is \$35,000 and we estimate that would be cut in half if we didn't have general sessions court. Our main question is the loss of revenue due to general sessions or a lack of staff function. Collins proposes to maintain court as it is for 2019 as we make operational improvements. Dianne Ford's retirement is effective December 31, 2018 and Gina Mangrum is the acting court clerk until the next election cycle in 2020. The idea is not to have court make money but at least fund itself. We will review again the end of 2019. There are also issues with the physical operation of the court as the DA uses the admin conference room and the atmosphere on court days is not at all conducive to work. We have opened up space on the other side of the building and are working to establish a space for the DA using glass panels so that all court functions will be on one side of the building. Another issue is the ability to move inmates safely through the building. Our holding cells are not meant to hold large numbers of inmates on court dates so that has to be addressed. One possibility is a separate self-contained facility outdoors to aid in this. We will also look at possible changes to court scheduling such as separate traffic and general sessions rather than schedule by officer. The auditors did not find any issues other than inefficiency within the court.
- City Hall Maintenance and Repairs – Collins reviews an estimate for repairs and exterior cleaning at city hall noting it is not on tonight's agenda but he will have a resolution on the next agenda. The amount is \$33,400. It was requested the light in the clock tower be looked at as well.
- Striping on City Center Way – Collins is working on estimates and will get an estimate for the city hall parking lot as well.
- Taylor Road Annexation – Williamson County doesn't show Taylor Road on any of their maps. Eddie Hood has requested we annex to Carter Road from our current city limit. This will only apply when we resurface and we don't have to annex adjacent property, only the road. Collins

suggests we annex the requested portion. Vice Mayor Rainey asks if we can request the county to pave before we annex. Collins will ask.

- Road Conditions Report and Rehab Plan – the comprehensive plan is due for presentation in April and we will have to put money into the plan to make it work. We know there are infrastructure and road needs (Old Franklin, Old Nashville, Crow Cut, Chester, Northwest Highway, Horn Tavern and Cox Pike). We have no idea what the cost will be for the needed road work considering utility locations, structure, drainage and bridges to name a few issues. We have an estimate from CEC for an engineering study on all roads not to exceed \$15,000 to tell us what we need to know about the costs to improve our current infrastructure. This will be on an upcoming agenda.
- Sidewalk Repair/Replace/Compliance Report – We are working on the process for repairs and CEC has identified 10 locations, eight of which are on Highway 100, for concrete repair due to inconsistencies in the original project. ADA requires 6 inches of base product in 3 layers topped with 4 inches of concrete. Ours varies greatly from these standards. Collins suggests bidding out the repairs and sending to the state for review. We need to at least get the concrete to a safe level. In places the concrete is buckling causing storm drain inlets to rise above the height of the sidewalk which indicates structural issues. Repairs may come in two phases as the state decides if they will assist.
- Amended Budget – goal to bring to the Board is February 7 and we hope for only one amended budget this fiscal year. There are no substantive changes but some general ledger revisions. The planning department budget is over while the public works budget is under due to plans for an engineer that didn't pan out so we need to re-classify some employees.
- Audit Report has been pushed to the January 3 meeting due to a family emergency of the auditor. There were no findings and no ongoing concerns. We have remedied all previous deficiencies and findings. This is the first year (at least in recent history) for a clean audit.
- Collins out for January 3 meeting
- Commissioner Burks notes the Planning Commission will hold a work session on Tuesday, January 8 at 6:00 pm prior to their meeting on the revised zoning ordinance, design review manual and subdivision regulations. A public hearing will be held at 7 pm and then they will take action in the meeting. It would be a good time to attend since the BOC will also have to take action on the revised zoning ordinance.

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