

CITY OF FAIRVIEW
BOARD OF COMMISSIONERS
WORK SESSION MINUTES
MARCH 21, 2024, 6:00 PM, CITY HALL

Lisa Anderson, Mayor
 Brandon Butler, Vice Mayor
 Wayne Hall, Commissioner
 Stuart L. Johnson, Commissioner
 Chris McDonald, Commissioner
 Tom Daugherty, City Manager
 Patrick Carter, City Attorney
 Rachel Jones, City Recorder

Staff Present: Tom Daugherty, Rachel Jones, Keith Paisley, Ethan Greer, Patrick Carter, Scott Hughes, Bree Bailey,

BOC MEMBERS	PRESENT	ABSENT
Mayor Anderson	X	
Vice Mayor Butler	X	
Commissioner Hall	X	
Commissioner Johnson	X (6:42pm)	
Commissioner McDonald	X	

❖ **Call to Order by Commissioner Hall at 6:05 P.M.**

• **Items for Discussion:**

1. Parks and Landscaping Board Bylaws

Discussion: Mr. David Dodoro, co-chairman of the Parks and Landscape Board, opened the discussion providing some background information on how he became involved with the P&L Board. Mr. Dodoro explained that the P&L Board has never officially been adopted by the city. Mr. Dodoro described the purpose and intent of the P&L Board stating that the P&L Board was created in 2018 and set up as an advisory board to help with projects and plans within the city, however the bylaws were never created or adopted by the BOC. Mr. Dodoro explained that the P&L Board needs to become an official board and stated Mr. Liston has completed the bylaws which are ready to be reviewed by legal and then adopted by the BOC. Mr. Dodoro then asked the BOC if they wish to continue to have a P&L Board. Mr. Carter stated the BOC already spoke of their wish to have a P&L Board when they created the Resolution in 2018. Mr. Dodoro replied yes they did but the Resolution stated they had one year to create the bylaws and that never happened. Vice Mayor Butler stated he believes a new Resolution needs to be created accepting the bylaws and also possibly rewriting the documents that require a Tree Commission to allow the P&L Board to be the representatives of the Tree Commission. Vice Mayor Butler questioned if they should include a staff representative to attend the meetings to act as a liaison between the board and staff. Vice Mayor Butler also stated he would like to see the Parks Master Plan come into the role of the P&L Board. Mr. Dodoro moved to section 13-406 A of the Municipal Code stating that section specifies the purpose and intent of having a City Arborist which is required to continue having the Tree City USA designation. Vice Mayor Butler suggested contracting an arborist as needed to satisfy that requirement. Commissioner McDonald asked Mr. Carter in his opinion what is the first step that needs to be completed before moving forward. Mr. Carter stated he feels the bylaws are fine, that he has reviewed them, and they seem appropriate, so he feels the bylaws need to be adopted by the BOC. Vice Mayor Butler circled back to the question of involving a staff member on the P&L Board and if that needed to be added to the bylaws. Mr. Carter suggested inviting a staff member as an ex parte member. Vice Mayor Butler stated his time spent on the P&L Board was at times frustrating due to not having staff representation.

Vice Mayor Butler suggested creating a new resolution adopting the bylaws with the new terms of membership. Mr. Carter asked Vice Mayor Butler to draft a new Ordinance and send it to him for review.

2. Tree Bank Fund

Discussion: Mr. Carter stated the section of the municipal code that sets Fairview up to be a Tree City is section 13-401 through 13-421, Chapter 4 Tree Planting and Protection. He stated section 13-403 establishes a Tree Commission which is composed of seven voting members all citizens of Fairview, four members being appointed by the mayor with approval of the BOC, the mayor, the vice mayor, and planning commission chairman shall serve as the other three members. Mr. Carter asked if the city currently has a Tree Commission that meets. Vice Mayor Butler replied that the Tree Commission was absorbed into the P&L Board. Vice Mayor Butler asked moving forward if the city should create a Tree Commission or write new language that allows the P&L Board to fill that obligation. Mr. Carter stated he feels the city should be following section 13-403 and the Tree Commission should start meeting. Mr. Carter read the duties of the Tree Commission outlined in section 13-404 and stated section 13-409 speaks of the Community Tree Plan which should be attached to the law as appendix item D but is not. Mr. Carter stated the city needs to have a Community Tree Plan and retain a City Arborist and the Tree Commission needs to start meeting. Vice Mayor Butler stated they would need to review all the ordinance and resolutions passed over the years to see what changes have been made and questioned if it would be easier to start over. Mayor Anderson stated she feels like they should start over. Mr. Carter stated by starting over he didn't know what that would do with Tree City USA designation. Mr. Dodoro stated the two main things the city needs to revise or revisit to meet the qualifications of being a Tree City USA is having an arborist and having a community forestry program with an annual budget of at least two dollars per city resident set aside for disasters, planting, or forestry management. Vice Mayor Butler stated he feels they should write something completely new that overrides and removes any old stuff and decide if the BOC wants the P&L Board to serve as the Tree Commission or create a whole new Tree Commission. Mr. Carter stated he feels like the Tree Commission was set up to allow the public to participate because its member consisted of four members of the public, the mayor, vice mayor, and planning commission chairman. Mr. Carter suggested having City Manager, Mr. Daugherty, coordinate with MTAS to see what has successfully been done in the past with other cities and what language to incorporate in the new ordinance.

❖ Adjournment by Mayor Anderson at 6:47 P.M.



Rachel Jones, City Recorder