

**FAIRVIEW MUNICIPAL TREE COMMISSION
MINUTES**

Meeting, Tuesday, 03 January 2017 7:00 pm

1. Secretary, Jane Woodall, called the January 2017 meeting to order at 7:00 PM.

2. Roll was taken. A quorum was present.

In attendance: Patti Carroll, Mayor; Vice Mayor, Shannon Crutcher; Brandon Butler; Scott McCoy; Mike Berkley, City Arborist.

Absent: Lisa Anderson, Planning Commission; Scott Tucker

Guests: Wayne Hall, Planning and Codes Director

3. Approval of Agenda: Prior to the approval, there were requests to add the following to the agenda as new business:

3.1. Discussion of Hardee's landscaping (6a.);

3.2. Staff review meeting comments (6b)

PCarroll made a motion to approve the agenda; SCrutcher seconded the motion; there was no additional discussion on the amended agenda. The Tree Commission voted to approve the amended agenda for the January 2017 meeting; none opposed.

4. Approval of Minutes:

4.1. Approval of minutes for monthly Tree Commission meeting November 2016

MBerkley noted an error on the Citizen Comments section: "Jane Tarolli" should be corrected to "Kathy Tarolli".

SCrutcher moved to approve the amended minutes for the previous meeting; BButler seconded the motion. The Commission approved the minutes for the meeting as amended; none opposed.

5. Old Business

5.1. Update on the Road Scapes project on Hwy 100 and Hwy 96 junction in Fairview and associated dedication. (WHall, MBerkley)

WHall read the latest letter from Andrew Kraeger (Lose and Associates), dated 22 December 2016, requesting another payment from LSI, but noting that there were still some plant issues that are required to be corrected. SCrutcher requested a brief background on the project. WHall provided a financial and WHall and MBerkley project updates.

First payment \$15K; then Lose and Associates approved another \$31, 049. (We will get 80% of that back.)

A brief background of the project was provided including the issues with the wrong plants, the water drainage issues, the planting problems, and the TDOT engineer change of plans.

SCrutcher expressed concern about the looks of the project currently and the drainage issues. WHall commented that TDOT will pay for all the stone; that will not come out of the Tree Bank.

There was additional discussion on what has been done and what is still left to be done to rectify the problems. MBerkley noted that there was a good bit of considerations given to the choice of the plants to put in the medium given the extreme of conditions that the plants will endure.

There are still upwards of 300 plants that need to be replaced in the medium. The erroneous trees on the opposite side have been replaced.

WHall will be meeting with the engineers to show them what the problem(s) are with drainage. The TDOT will be the ones to hold LSI responsible and final payment will be withheld until the project is corrected. Until the engineers sign off on the project, we still have a year warranty on the plants.

Timelines should be put in place to correct the problems and if they are not corrected, the City may opt to replace LSI.

The bond being held is \$80K.

The next action is a noted – AKraeger will send the reply to LSI noting that he would not authorize another payment at this time.

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5.2. The Meeting Place

The Meeting Place (church building on Hwy 96) – Update (WHall, MBerkley) on compliance issues and violation concerns.

WHall: The plants are scheduled to come in this week (the evergreen hollies are already in and are the correct plants); other plants to be planted next week.

The tree that needed cutting down has been cut. There will be 5-2inch redbuds planted in lieu of payment to the Tree Bank and this should complete the planting.

The other issue is with the retention pond and WHall is talking to them about that.

WHall has also talked to them about planting around their SC unit.

BButler noted the construction entrance is being used as a parking lot and wondered if this could be changed.

PCarroll asked about the barrier plants. MBerkley will go back and check the number of trees and spacing and said there may be less American Hollies. He also mentioned they also were to plant a tree in the courtyard area between the two buildings that is not there.

This will continue to remain on the agenda until landscape is complete.

SCrutchter asked how long issues stay on the agenda. PCarroll noted that this is something we will need to address as more projects come to the Commission.

- 5.3. Discussion of requiring a 3-year maintenance bond on tree and shrub survival on commercial developments. (WHall) - Recommend to keep this on the next month's agenda to allow Scott Collins to look into this at more depth. WHall hopes to extend it to ensure the plants remain alive. SCollins need to see if this can be enforced on private property and the definition of some properties – residential vs. commercial.

- 5.4. On Hold due to a hold on funds supporting the Road-Scapes Project.

- 5.5. Money for Park trails from Tree Fund (DRainey)

PCarroll noted that it might pertain to if there were grants that were available for items such as the bike trail in the park, that we could potentially use Tree Bank funds to start the project if the BOC approved the grant.

This will remain on the agenda for another month for more clarification.

- 5.6. Next steps to becoming a Tree City. JWoodall asked to defer this to the next meeting and would get packets to SCrutchter and SMcCoy.

6. New Business

- 6.1. Hardees Landscaping: MBerkley noted that the trees on the East side were to be all redbuds ("Rising Sun") to be part of the collection of redbuds at City Hall. MBerkley noted there are six trees planted and not one is a red bud; two are not even on the approved tree list (two ginkgo trees) – the landscaper is LSI.

WHall noted that at least 3 trees were to be planted by the dumpster and since that is the pump station for the water, they refused to plant them there. He noted the reason for planting the maples in the back was to cool the parking lot, and that redbuds would not meet that need in that location. MBerkley does not know where the discrepancy came in, WHall said he would call a person in Texas to discuss the original plan. This item will remain on the agenda for updates.

- 6.2. Staff Review Meetings: MBerkley indicated that he really likes these meeting – they are once a month with city manager, codes manager, engineers and developers. MBerkley would like to see every project that comes through the meeting come though the Tree Commission. There was discussion on what defines a commercial property vs. residential properties.

Following the discussion, PCarroll noted that we just need to make a motion to recommend to the BOC to start sending all projects with a landscaping and/or a tree removal plan, subdivisions and commercial, be sent to the Tree Commercial for discussion before going to the Planning Commission. BButler also noted there should be added discussion about utilities, green spaces, and required plantings. WHall noted that

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coordinating all the codes has been in the works for a while. SScrutcher agreed that this should be a priority to accomplish. JWoodall asked who would alert the Tree Commission on items to put on the agenda – MBerkley and WHall agreed to do this from information from the Staff Review Meetings.

PCarroll made a motion to recommend to the BOC to start sending all projects that involve landscaping and/or a tree removal, residential and commercial - all projects - be sent to the Tree Commission for discussion before going to the Planning Commission. SScrutcher seconded the motion. The motion was approved with none opposed.

7. Update on Tree Bank Funds. (WHall)

WHall noted that the amount in the Tree Bank fund is as follows: 1st payment to LSI was made for \$15; and second payment of \$31,059 for a total of \$41,059 paid out of the fund (we will get 80% of this back from the grant). There is \$51,703 remains in the account. SMcCoy had a question and noted that the balance says there is \$7979 in the account; WHall noted that there was the removal of \$90K Tree Bank funds from the account to the General Fund. WHall explained that it was moved to the General fund to make payment to the Road Scapes project. Any remaining after the Road Scapes, and the reimbursement from the grant will be put back into the Tree Bank. \$7979 is the current unappropriated amount.

WHall noted that – this year we have issued more building permits since 2006; 75 which is huge. This is to alert us to what is coming.

8. Citizen Comments

8.1. Kathy Tarolli noted that the back cover of the current issue of the Tennessee Conservationist is a photo by Wade Hooper.

9. Adjournment: With no further business, JWoodall adjourned the meeting at 8:25PM. (The next Tree Commission Meeting date – Tuesday, 07 February 2017.