

**FAIRVIEW MUNICIPAL TREE COMMISSION
MINUTES**

Meeting, Tuesday, 07 March 2017 7:00 pm

1. Vice Chairman Scott McCoy, called the March 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; Scott Tucker; Lisa Anderson

Absent: Jane Woodall, Mike Berkley;

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:

SCrutcher made a motion to approve the agenda; LAnderson seconded the motion; The Tree Commission voted to approve the agenda for the March 2017 meeting; none opposed.

4. Approval of Minutes:

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

SCrutcher moved to approve minutes for the previous meeting; PCarroll 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)

Hall provided update of final walkthrough to be held with engineer and possibly T-Dot. Once the project is turned over to the city, we will obtain a one year warranty with LSI for any plantings that may not make it or we determine need replaced. We have received reimbursement of funds on first two checks, in the amount of 15 thousand and 31 thousand. \$36,847.27 is the amount received, the remaining balance is the 20% match that is required from the city. Now we are in the final stages of doing the final invoices for the end of the project. Mike wanted to mention that the sign is not part of the grant and will have to be paid from the tree bank fund. Discussion needs to be had to review and determine what kind of sign is needed. There is currently a temporary sign in place. PCarroll wanted to confirm that the previous list of items from the engineer list, was in writing to be confirmed to be completed in spring. WHall stated that he would confirm with Andrew Kraeger. Made mention to the stone the stone was agreed to be paid for by T-Dot, this was mentioned by Sean Bible. The invoice from LSI was for the total amount, so the invoice will need to be revised to remove the total of the stone, so that the city does not have to pay the 20% on the additional stone. He has discussed this with Andrew Kraeger and John Lavender.

5.2. The Meeting Place

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

WHall: The redbuds have been planted and the city has received the as built drawings. City Engineer Will Owen will review and confirm that correct. SCrutcher discussed if the plantings were correct bases on the required spacing. He referenced prior minutes discussing that the spacing may have been incorrect on the red buds installed. WHall will confirm with Mike Berkley on plant spacing.

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

PCarroll questioned the number of trees and felt like the previous plans had designed more of a barrier. Felt that the trees were small and felt like it did not represent what was talked about in previous discussion. SCrutcher stated that is what he wanted to confirm with MBerkley, to ensure it was installed correctly. WHall stated he will confirm with Berkley, and also Will Owen will review with the as built drawings as well. WHall stated that a bond is still in place.

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- 5.3. Discussion of requiring a 3-year maintenance bond on tree and shrub survival on commercial developments. (WHall) - No additional details from City Manager in regards to allowing this. Waiting for additional information from the City Manager.

- 5.4. Hardees Landscaping Updates (WHall, MBerkley)

WHall stated that MBerkley said that adjustments had been made, but still not acceptable per the plan.

WHall was going to follow up with Ms. Tucker to get additional information. Bond still in place

- 5.5. On Hold due to a hold on funds supporting the Road Scape Project:

WHall said that this was in relation to some projects at History Village and other areas that was put on hold due to the funds being tied up in roads capes project. Wanted to bring back up now that we are being reimbursed funds from project. To try and move forward with them in the future. PCarroll stated maybe we could have the discussion this month since the chamber is discussing opening inside history village. WHall was going to check with Lose and Associates to review where we stand on proposals for history village and Veterans Park. PCarroll stated that in a month or so chamber hopes to have history village open. Will allow to have business open 5 days a week. WHall stated that it had been surveyed but was waiting on the engineer. PCarroll stated to follow up for next month. Made reference to park board discussing trying to get the flag pole donated for park. If we can get drawing and vision then we will be able to get started on creating a plan of action.

- 5.6. Update money for park trails from Tree Fund

BButler discussed that Commissioner Rainey had previously added this item for the possibility of using tree funds for park trails and then having the amount reimbursed from grants. No action was taken, only discussed if needed. PCarroll stated that Born reading trail will kickoff this Saturday. Funded from grant money and united way with health department. Also, mentioned bike program for park kicking off this weekend. Hold item on agenda for future potential and update.

- 5.7. Next steps to becoming a Tree City, update

SMcCoy contacted the National Arbor Day Foundation and the contact was currently out of the office. Had also reached out to Franklin City Arborist to validate and confirm some questions to verify that the items we were interpreting were correct. Sent questions over to our CFO and a list of types of financial components that we can use to follow the necessary requirements. Felt confident that we had the necessary requirements for the financial section. Once we have finances together Scott will follow up with contact and review if any additional items necessary. Hopes to have update from discussion next meeting.

6. New Business

- 6.1. Discussion on Ace Hardware Project

WHall has updates from MBerkley. Mike suggested making the Foster Hollies American Hollies. Applicant has agreed to make the change. Two representatives from Reagan Smith, Troy Gardner & George Welch. BButler questioned the location of the HVAC equipment to ensure it was screened. It was confirmed that location will be behind buildings so no screening needed. WHall said that applicant will be contributing \$10,050 to the tree bank fund. Butler made motion to send recommendation to planning commission for approval of plan and to include adjusting the Foster Hollies to American Hollies, based off MBerkley notes. LAnderson seconded. All in favor

7. Staff Review Meeting Update

- 7.1. Typically MBerkley would have this discussion. To be deferred to discuss next meeting

8. Update on Tree Bank Funds. (WHall)

- 8.1. Funds not up to date. Rough estimate around 50 thousand.

9. Citizen Comments

10. Adjournment: With no further business, SMcCoy adjourned the meeting at 8:20PM. (The next Tree Commission Meeting date – Tuesday, 04 April 2017.