

**FAIRVIEW MUNICIPAL TREE COMMISSION  
MINUTES**

Meeting, Tuesday, 07 April 2015  
7:00 pm

1. Chairperson, Debby Rainey called the April 2015 meeting to order at 7:00 PM.
2. Roll was taken. A quorum was present.  
In attendance: Debby Rainey, Chairperson; Larry Richards–Vice Chairperson; Patti Carroll, Mayor (arrived part way through the meeting); Jack Cannon; Mike Berkley, City Arborist; Jane Woodall, Secretary.  
Absent: Toney Sutton, Vice Mayor; Lisa Anderson, Planning Commission Chairperson;  
Guests: Codes Director, Frank Humber.
3. Approval of Agenda: JWoodall requested to amend the agenda to add an update from the 02 April 2015 BOC Meeting (New Business) as well as an item to review and close out of older business items (Old Business). JCannon made a motion to approve the amended agenda. LRichards seconded the motion. The Tree Commission voted to approve the amended agenda for the April 2015 meeting; none opposed.
4. Approval of Minutes:  
LRichards moved to approve the minutes of the previous meeting; JCannon seconded the motion. The Commission approved the minutes for the March 2015 meeting as is; none opposed.
5. Old Business
  - 5.1. Mapco Property Mapco Property noncompliance - Follow-up on landscape compliance.  
FHumber reported that he spoke with the person responsible for the landscaping and the person has been given the “go ahead” to get into compliance. The plan is to start taking down the dead trees tomorrow. FHumber is sending the original approved landscape plan and MBerkley’s (as city arborist) comments to this person.  
  
Besides removing the dead trees, the landscape person will do what needs to be done. He plans to replace the trees with redbud trees. MBerkley noted that all original plantings were in compliance. The landscape person requested any information on why the trees died. MBerkley said he can just speculate that it may have been due to the root ball cutting and/or a water issue; it might also be a cultural issue.  
  
This item will be left on the agenda as Old Business until MBerkley can inspect and confirm the landscaping of the property is in compliance.
  - 5.2. Walmart Landscape – Follow-up on landscape compliance.  
FHumber reported that he spoke with David Jones who cares for all Walmart properties within 200 miles of Fairview. Walmart has cut the (dead) trees down. MBerkley will send his list and will do a “walk through” next week; he also noted the irrigation needs to be looked at as well.  
This item will remain as part of the agenda as Old Business for an update in May.
  - 5.3. Discussion of the wording of the (current) Tree Bank Ordinance – JWoodall moved to defer this item to the May 2015 Tree Commission Meeting as part of the overall review of the Tree Ordinance. LRichards seconded the motion. The Commission approved the motion to defer; none opposed.
  - 5.4. Update on the Road Scapes project on Hwy 100 and Hwy 96 junction in Fairview.  
Andrew from Lose and Associates met with MBerkley and FHumber on Highway 100 to do a “walk through” to see the standing water issue. Andrew measured off the distances between the standing water areas and made changes to the landscape design to take these areas into consideration; he will send the revised design back to MBerkley. FHumber reported that he (FHumber) hoped to have a bid

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on the landscape work by June or July 2015 to be ready to plant the area in September 2015. Andrew will help get the bid together to present and FHumber said he would like to award the bid this summer.

MBerkley remarked that rather than one continuous planting bed, if a person were to stand looking eastward on the stretch of property, the area will be dissected into separate beds. The areas were measured from puddle (standing water area) to puddle. The beds will not be all symmetrically the same, which will be good.

JCannon asked what was going to the BOC. Per FHumber, the BOC will need to do the standard. All work will be contracted out. Andrew (Lose and Assoc.) will rework the cost estimates; hopefully these will still come in within the budget of the estimated \$94-95K for the project; however, it could be some over the estimated \$17K for the city's portion (20% of the total budget).

This item will remain on the agenda as part of Old Business for updates.

### 5.5. Update on Tree status for national Arbor Day Foundation observance (last Friday of April, 24 April 2015) – the orchard trees in the community garden.

JCannon noted he will need to know the size for the holes to be dug for the trees. The pot size is 18-inches by 18-inches. MBerkley confirmed that the holes will need to be 2 feet in diameter and 2 feet deep. JCannon reported that the holes will be dug the day before (23 April) the planting day of 24 April. He has spoken again with the teacher that is involved in the project and the teacher (and volunteer students) will be looking for the flags for placement and digging of the holes for 9-10 trees. JCannon reported the school will be picking up the gator bags and mulch for the trees.

JCannon asked who will be picking up the trees. MBerkley noted that this would need to be coordinated with WHall as Mr. Hall has the invoice for the orchard trees as well as the invoice for the redbuds for City Hall property. JCannon said he could send an email to WHall to ask about the plan. MBerkley noted that he (MBerkley) will be sending a truck to the nursery in McMinnville anyway and may be able to pick up the trees (there will be 3 "ball and burlap" redbuds in addition to 2 apple trees; the 3<sup>rd</sup> apple tree for the orchard – a Kinnard's Choice variety – will be donated by GroWild). JCannon encouraged any members of the Tree Commission that could, to come by the High School on Friday, 24 April, at 3:00 to help with the planting. It was also noted that it would be good to publicize in the Fairview Observer to kick off Arbor Day Celebration and the recognition of the Community Garden.

It was noted that the gator bags from the Park entrance could be used for the orchard trees rather than spend \$20 each for new ones. JCannon to coordinate with WHall to have Keith get these bags.

### 5.6. Location of Appendix D of the Tree Board Ordinance (referenced in the ordinance) – this item was deferred to until the May 2015 meeting with the overall review of the Tree Ordinance. (Note: Appendix D refers to the "Community Tree Plan" noted in the footnote of the Ordinance is 'To Be Developed.' "Community tree plan" shall mean written documents that guide the work of the tree commission.")

### 5.7. Update on Improvement of "Welcome to Fairview" signs

MBerkley will have a plant list by the end of the week. It will require the removal of some of the existing landscaping. MBerkley suggested doing some shrubs and to have other greenery around this. He also suggested planting at least 1 redbud tree at each sign location. MBerkley thought about \$10K would adequately cover the costs for the landscaping for all 3 sign locations. LRichards moved to reserve \$10K from the current Tree Bank Funds for replacement of some of the existing shrubbery and adding additional landscaping around each of the three (3) "Welcome to Fairview" signs, to include at least 1 Redbud tree (official city tree) at each sign. JCannon seconded the motion. The Tree Commission voted to approve sending this recommendation to the BOC; none opposed.

### 5.8. Update on condition (moving, staking) of Burkii cedars planted in front/side of City Hall

The one cedar that needed to be moved has not been moved yet due to the weather.

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Regarding additional landscaping for the City Hall property: MBerkley noted that the redbuds will be coming from the McMinnville nursery – one was a weeping redbud (“Ruby Falls”). Facing the City Hall building, this would be planted to the left of the front porch. There are also 3 2-inch caliper white blooming redbuds. The money for these trees has already been set aside from the Tree Bank funds.

Additional discussion continued as part of the overall landscaping of the City Hall property and moving toward the status of a state arboretum. MBerkley suggested setting aside about \$3500 for trees, to include 3 trees of each variety of redbud as the City tree, plus an additional 60% for planting and maintenance. JCannon moved to set aside about \$18K from the current Tree Bank Funds to allow for the completion and maintenance of landscaping on the City Hall Property, including the recommendation to include 3 trees of each variety of Redbud (official city tree). PCarroll seconded the motion. The Tree Commission voted to approve sending this recommendation to the BOC; none opposed.

5.9. Working on an official shrub list for the city – Discussion deferred to May 2015 Meeting. MBerkley to come up with a proposed list for the Tree Commission to review.

5.10. Discussion and recommendations (“close out”) of past landscaping projects:

5.10.1. There was mention that the BOC gave \$2500 to the Community Garden and \$2500 as seed money for items that did not survive.

5.10.2. Restoration of Bowie Park: JCannon moved to reserve \$20K from the current Tree Bank Funds for use by the Park Commission for the replanting of hardwood trees in the park (for the replacement of the removed loblolly pines) as well as for restoration of the burn site and test site. This could include a variety of Redbud trees and other understory trees. JWoodall seconded the motion. The Tree Commission voted to approve sending this recommendation to the BOC; none opposed.

5.10.3. RoadScapes Project: Following the discussion of the design modifications, the Tree Commission recommended that the BOC reserve an additional amount from the current Tree Bank Funds, over and above the \$17K already reserved for this project, to cover any additional costs that might occur from the reworking of the landscape design to account for areas of standing water as well as some ongoing maintenance (example, mulching every 6 months). Since this is part of an awarded grant, a specific motion was not made for this, but was included in the BOC recommendations so they are aware of the re-design efforts.

5.10.4. History Village Landscaping: JCannon made a motion that funds be reserved from the Tree Bank fund for the History Village landscaping project. It was recommended that a certified (licensed) landscape architect be used to come up with an appropriate design and JCannon noted this might cost \$5 to \$10K for the design. During additional discussion, it was noted that it would take an approximate additional \$20K for the initial phase planting, for a total of about \$30K. PCarroll seconded the motion. The Tree Commission voted to approve sending this recommendation to the BOC; none opposed.

## 6. New Business

### 6.1. Preparation for May 2015 Meeting

According to Title 13, Chapter 4, Section 13-404 (3), page 13-14, the Tree Commission is tasked “To compose and annually review a community tree plan that shall include but not be limited to such elements as an authorized tree specimen list; a tree protection plan, including a tree replacement schedule; and a city tree bank.” Appendix-item D provides: “Community Tree Plan - To Be Developed.” (See also item 5.6 under Old Business). JWoodall suggested each Tree Commission member read and review the Title 13, Chapter 4 of the Municipal Codes in preparation for the May

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discussion. She also noted that, per Brandy Johnson, City Recorder, Appendix-item D referenced in the Ordinance cannot be located or does not exist.

### **6.2. Update from the 02 April 2015 BOC Meeting (JWoodall)**

JWoodall strongly recommended that each member of the Tree Commission watch the video or listen to the 02 April 2015 BOC Meeting, starting at about 1hour/33 minutes into the meeting. The BOC is recommending changes in the Tree Ordinance (these changes passed the first reading on 02 April 2015). JWoodall reviewed each of the proposed changes based on the information from the meeting and from the video, noting that it was difficult to hear or fully determine the exact wording of the proposed changes in all instances due to noise on the video or language that was not yet finalized. Changes are proposed to Title 13-Chapter 4, Sections 404, 409, 411, and 419. JWoodall noted that the changes were requested by Vice Mayor, Toney Sutton. She also noted that Mayor Carroll and Commissioner Crutcher did not support the changes. (The details of the changes can be found on the city's web site in the video of the BOC meeting from 02 April 2015 and will not be included in these minutes.)

7. Update on Tree Bank funds – WHall had reported to JWoodall prior to the meeting that there is no change from the previous meeting in fund amounts: per the previous minutes, this would be \$95,452 plus the \$2400 or \$97,852 (reminder that \$17K is allotted for the Tree Scapes Project).
8. Citizen Comments:
  - 8.1. Ron Rowe provided comments both as a citizen and a volunteer (he noted his comments are not criticism, but just for the record):
    - 8.1.1. Regarding the desire for the Tree Commission to apply to be a "Certified Tree City," he would like to see this Tree Commission go forward with this.
    - 8.1.2. He also noted that, as the Tree Commission went through the items on which to spend money from the Tree Bank funds, he realized that there are now two BOC strategies and one Tree Commission strategy to spend this same money. As an overview of a citizen, he said it felt like a "ping pong ball" was being played with these funds.
    - 8.1.3. He also expressed concern about the spending additional money at the test site (in the Park) when money was just spent on trees in the park and so many trees had just been planted.
9. Adjournment: With no further business, DRainey adjourned the meeting at 8:50 PM. The next scheduled meeting will be 05 May 2015.