

**FAIRVIEW MUNICIPAL TREE COMMISSION
MINUTES**

Meeting, Tuesday, 05 May 2015
7:00 pm

1. Chairperson, Debby Rainey called the May 2015 meeting to order at 7:02 PM.
2. Roll was taken. A quorum was present.
In attendance: Debby Rainey, Chairperson; Patti Carroll, Mayor; Toney Sutton, Vice Mayor; Lisa Anderson, Planning Commission Chairperson; Jack Cannon; Mike Berkley, City Arborist; Jane Woodall, Secretary.
Absent: Larry Richards–Vice Chairperson;
Guests: Codes Director, Frank Humber.
3. Approval of Agenda: PCarroll made a motion to approve the agenda. JCannon seconded the motion. The Tree Commission voted to approve the agenda for the May 2015 meeting as is; none opposed.
4. Approval of Minutes:
TSutton moved to approve the minutes of the previous meeting; LAnderson seconded the motion. The Commission approved the minutes for the April 2015 meeting as is; none opposed.
5. Old Business
 - 5.1. Mapco Property Mapco Property noncompliance - Follow-up on landscape compliance.
FHumber reported there is no additional update at this time.
This item will remain as part of the agenda as Old Business for an update in June.
 - 5.2. Walmart Landscape – Follow-up on landscape compliance.
FHumber reported the dead landscape items have been replaced but the City Arborist, MBerkley, has not yet inventoried it. MBerkley stated that he had met with the person responsible for the planting. MBerkley noted that there was one variance made and that was to the sumacs in the front that had died, but that this was a bad location for them. He had met with FHumber and WHall and made acceptable changes using redbuds (3 species) in the planting. Per FHumber, the Walmart representative said they have replaced all the dead pines, redbuds, and sumacs, but Mr. Humber will not state that they are “in compliance” until the City Arborist inspects the plantings.
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.
 - 5.3. Discussion of the wording of the (current) Tree Bank Ordinance – Since this is part of the New Business agenda Item 6.3, JWoodall suggested discussion of this be moved to later in the meeting with Item 6.3.
 - 5.4. Update on the Road Scapes project on Hwy 100 and Hwy 96 junction in Fairview.
FHumber stated there is no update. We are currently waiting to hear from Lose and Associates on the bid package and the new design. MBerkley agreed to call Lose and Associates about this to see what the status is.
 - 5.5. Update on Tree status for National Arbor Day Foundation observance (the last Friday of April, 24 April 2015) – the orchard trees in the community garden.
JCannon noted that the fruit trees have been planted. Gator bags will be provided when they are needed and the High School will let WHall know. MBerkley stated that the trees need the gator bags now. One remaining fruit tree will be planted this fall.

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- 5.6. Location of Appendix D of the Tree Board Ordinance (referenced in the ordinance) – this item will be included later in the meeting with the overall review of the Tree Ordinance (New Business Item #6.3). (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

Recommendation from May 2015 Meeting to BOC Welcome to Fairview Signs: The Tree Commission recommends that the BOC reserve \$10K from the current Tree Bank Funds for replacement of some existing shrubbery and add additional landscaping and respective maintenance around the three (3) “Welcome to Fairview” signs, to include at least 1 Redbud tree (official city tree) at each sign. (Follow-up from Tree Commission March 2015 agenda)

MBerkley prepared a plant list and provided a copy to the members of the Commission (Each location included at least one redbud tree, 3 to 6 Dwarf Eastern Red Cedars ‘Royo’ (variety), and Virginia pine trees (2 locations) or Virginia Meadowsweet shrub (Hwy. 100 location). A copy of the plan suggestions will be provided as an attachment to these minutes. MBerkley noted that the three locations have different conditions in the soil and the surrounding conditions, thus requiring some different considerations. MBerkley stated that after additional thought, he did not recommend planting any perennials since these would require additional labor to maintain; the flowering of the suggested redbud trees would provide that value. Regarding the pricing, he will need to contact the nurseries and redbuds would not be located until October. The Redbuds and the red cedars will need to be 2-inch caliper which will need to be field grown. Since the larger caliper tree is required, the digging season is over until the fall. (Example for comparison - the cedars recently planted at City Hall were all 2-inch caliper and MBerkley recommends going with this size.)

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

Regarding the one cedar that needs to be moved, MBerkley does not recommend moving it at this time; however, all the trees do need to be staked as soon as possible. MBerkley stated that he would be glad to provide any advice/assistance to whomever will be doing the staking. JWoodall agreed to contact City Manager, WHall to find out who will be responsible for staking the trees and to let him know of MBerkley's offer to provide assistance.

- 5.9. Working on an official shrub list for the city – There was a list started a few years ago that the Commission needs to revisit and modify before making any recommendations. As part of the general discussion during this meeting, it was noted that there are too many shrubs to be able to list all acceptable ones and it would not be a good idea to limit options to a set list. MBerkley noted that one focus of the list should be to prohibit the planting of exotic invasive species. The Tennessee Exotic Pest Plant Council (TNEPPC) publishes lists of plants that they have determined are, or may become, invasive and cause damage to native plant communities. MBerkley noted that there are different levels of severity of invasive exotics. MBerkley agreed to bring a current list of all levels of exotic invasives to the next meeting and also a suggested “preferred” shrub list for shrubs known to survive well in Fairview. The Commission discussion included the recommendation of a “Top 20” list to recommend (of shrubs that grow well in the Fairview area), but leave the list open as well to other possibilities as long as they are not on the state's list of invasive exotics. Landscapers should be able to make decisions on shrubs that would be acceptable for the climate and conditions of the planting area. MBerkley explained that the state first issues a “Stop Grow” mandate for plants they have identified as invasive exotics and then about 5 years later, issues a “Stop Sale” mandate (Not all exotics are invasive. Example – Burning Bush may be put on the list in the future as it is found to be escaping; Crape Myrtles have not been found to escape.). It would be noted that shrubs on the Tennessee “Stop Grow” list could not be brought in from out of state to be planted here even if they were still available in other states. Landscapers can refer to the TNEPPC web site (http://www.tneppc.org/invasive_plants) (the state updates this every month) for an updated list of shrubs that would be excluded when they develop their original landscape plan. JCannon

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made the motion to recommend that the city move to adopt to exclude from any planned Official City List of Shrubs any shrubs noted on the Tennessee "Stop Grow" list and to prohibit any of these from being planted in Fairview. PCarroll seconded the motion. The Commission approved the motion; none opposed.

6. New Business

6.1. Changes in tree selections for Fast Paced Clinic. (MBerkley)

MBerkley stated that Fast Paced Clinic had found the tree selections noted on their original plan so no changes were required.

FHumber wanted the Tree Commission's input for an change in the process that there be an option where, if a landscaper has an approved original plan, but wants to change a species of tree, but the replacement selected was a species on the approved tree list, as long as the City Arborist approves and signs off on it (with documentation of what the original plan is and what the amended plan is as well as the documentation of the Arborist approval). The Commission members had no problem with this as long as there is clear documentation and sign-off by the Arborist. This would expedite the process of being able to replace trees that did not survive in a landscape. FHumber may need to take this to the Zoning Commission. (Of note: The current duration of a bond is 3 years.)

6.2. Review and provide additional details and information on recommendations sent to the BOC from the April 2015 Tree Commission meeting. (Attachment had been provided with the agenda).

JWoodall stated that during the BOC meeting, the BOC noted all of the ideas were good ideas, but additional detail was needed before they could take action on any of the items. As well, two of the items that involved other commission should have been discussed with these other groups (referencing the Parks Commission and the Historical Commission). PCarroll noted that we need some estimates and general breakdown of expenses. TSutton said he would like to see a plan for which the money is being spent.

(Note: these recommendations were not discussed during the meeting in the particular order they were listed in the attachment.)

There was extensive discussion on the timing of engaging a landscape architect to develop plans vs. any landscape activities and how to proceed with BOC approval to contact an architect or to get any plans.

- A. *Recommendation from May 2015 Meeting to BOC for Triangle Historical Village Landscaping* (LAnderson corrected the Commission on the title of this property – it should not be referenced as "History Village"): *The Tree Commission recommends that the BOC reserve \$30K from the current Tree Bank Funds for landscape plan and initial phase planting (and respective maintenance) for ~~History Village~~ Triangle Historical Village landscaping. It was recommended that a certified (licensed) landscape architect be used to come up with an appropriate design and this might cost up to \$10K with the additional \$20K to be reserved for the initial phase planting. (The addition of landscaping on the Triangle School property was noted in minutes from the September 2014 meeting as an example of how the Tree Bank funds might be used.)*

JCannon noted that there is a PUD on this property.

The discussion centered on determining the steps and the order of the steps to accomplish this recommendation. After much discussion, the following was determined:

- 1) The first step would be to have a meeting of representatives from the Historical Association (Dr. Rice and LAnderson), from the Tree Commission (JCannon), City Codes (FHumber), and the City Arborist (MBerkley) to discuss ideas. It was recommended that this group

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meet before the 07 July 2015 Tree Commission meeting to come up with some ideas to present to the Tree Commission.

- 2) LAnderson noted that a sketch of some landscaping ideas had been drafted some time ago and the Historical Association accepted this. Someone stated that the addition of the Farmer's Market may change some of this; however, LAnderson said she will provide this sketch to the representatives that meet.

MBerkley noted during the discussion that the quality of any proposed design could be very different with a spread of both quality and cost.

- B. Recommendation from May 2015 Meeting to BOC Bowie Park: The Tree Commission recommends that the BOC reserve \$20K from the current Tree Bank Funds for use by the Park Board for the continued planting of hardwood trees/respective maintenance 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. (The development of a replacement plan development by the Park Board mentioned in Tree Commission meeting minutes of January 2013)*

- 1) The first step would be for representatives from the Park Commission (Ron Rowe, Chairperson and JCannon), a representative from the Tree Commission (LAnderson), City Codes (FHumber), and the City Arborist (MBerkley) meet to see what the status is for loblolly thinning and replanting in the Park. It was recommended that this group meet before the 07 July 2015 Tree Commission meeting to discuss and come up with some ideas.

Some of the discussion included: JCannon noted that there is a standstill on some of this activity since some of the proposed loblolly thinning falls under the Land Trust. JCannon stated it might make more sense for the proposed funds to be used to hire a Forester to come up with a plan; however, if this involved the entire park, it would be too expensive. MBerkley reminded us that the original discussion was only for a limited area. PCarroll also noted that only the "test site" had been approved by the Land Trust. It was unknown who the spokesperson is for these decisions. PCarroll shared that the city received a letter from the Land Trust and was told that a plan was not approved. PCarroll noted that City Manager, WHall, had been given permission to meet with a Forester to come up with a plan. TSutton recommended and JCannon agreed to speak with WHall to see where the issue with activity stands with the Land Trust before the Tree Commission decides if they want to keep the current recommendation as it is.

- C. Recommendation from May 2015 Meeting to BOC on the Road Scapes Project: The Tree Commission recommends 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 respective maintenance (example, mulching every 6 months). (Road Scapes Project discussed intermittently for several years and with more recent focus since September 2014.)*

FHumber noted that we do not know what the final cost will be for the revised design and the city's portion is 20% of whatever the total is - this may be a bit over the \$17K that was originally projected. MBerkley agreed to make a telephone call to Lose and Associates to see where the new design stands and additional discussion on this will be tabled until the June meeting. MBerkley reminded us that since this is a grant, Lose and Associates works for TDOT and not for the City of Fairview on this project.

- D. Recommendation from May 2015 Meeting to BOC City Hall Landscaping: The Tree Commission recommends that the BOC reserve \$18K from the current Tree Bank Funds to allow for the completion and respective maintenance of landscaping on the City Hall Property. It was recommended to include 3 trees of each variety of Redbud (official city tree). (Follow-up from discussions originating from November 2010 and ongoing, including September through December 2014, March 2015.)*

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DRainey asked if we could recommend using some of the suggested funds to hire a landscape architect to come up with a plan for City Hall. MBerkley noted that without a design, it would just continue to be completed in pieces, but that could cause problems in the future. DRainey suggested that a representative from the Tree Commission (PCarroll agreed to be this person), City Codes (FHumber), and the City Arborist (MBerkley) meet to discuss some ideas on how to proceed. JCannon asked if there were any sketches from the original layout that could be used as a beginning. FHumber will try to locate a sketch to review. Once this group and all the groups for the other recommendations meet, we can reconvene as a Commission to discuss the next steps.

- 6.3. Review of Title 13, Chapter 4, Section 13. Special review to be given to responsibilities in Section 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." (See 5.6 above) Appendix-item D provides: "Community Tree Plan - To Be Developed."

Commissioner Bissell had planned to attend this session if possible, but was not present at the meeting.

DRainey suggested that we table this discussion until the next meeting due to the lateness of meeting already. JCannon made the motion to defer the discussion until June and LAnderson seconded the motion. The motion was approved – none opposed.

- 6.4. Reminder of upcoming term expirations: terms for JCannon and JWoodall on 30 June 2015. JCannon stated that he had already notified the City Recorder, Brandy Johnson, via email of his desire to be considered for a renewal. JWoodall stated she has not yet sent a letter of intent, but had received the notice from BJohnson and was aware of the timeline for submitting.

7. Update on Tree Bank funds – JWoodall reported on behalf of WHall had that the current amount is \$97,576. She also reported that the funds are maintained in an interest-bearing account earning about \$8 per month; to date, the fund had earned about \$106.30 in interest.

8. Citizen Comments:

- 8.1. Kathy Tarolli had three comments:

8.1.1. FHumber timeline of submission of ideas is good. (Prior to the meeting, FHumber had provided a proposed timeline for the submission of agenda ideas to the City Recorder to be sure these make it to the City Web site and the Fairview Observer in time for the public to review.)

8.1.2. She also noted she had seen Community Garden fruit trees and they look good.

8.1.3. Idea of paperwork to back up everything is a good idea.

9. Adjournment: With no further business, DRainey adjourned the meeting at 8:47 PM. The next scheduled meeting will be 02 June 2015.