

**FAIRVIEW MUNICIPAL TREE COMMISSION
MINUTES**

Meeting, Tuesday, 03 February 2015
7:00 pm

1. Chairperson, Debby Rainey called the February 2015 meeting to order at 7:00 PM.
2. Roll was taken. A quorum was present.
In attendance: Debby Rainey, Chairperson; Patti Carroll, Mayor; Toney Sutton, Vice Mayor; Jack Cannon; Mike Berkley, City Arborist; Jane Woodall, Secretary.
Absent: Larry Richards–Vice Chairperson; Lisa Anderson, Planning Commission Chairperson.
Guests: City Manager, Wayne Hall; Codes Manager, Frank Humber;
3. Approval of Agenda: DRainey made a motion that the Tree Board add the discussion of the Committee Workshop to the agenda; TSutton seconded the motion. After minimal discussion, the Board voted to approve the addition of the item; none opposed.
TSutton moved to approve the agenda as amended. JCannon seconded the motion. The Board voted to approve the agenda for the February 2015 meeting as amended; none opposed.
4. Approval of Minutes:
 - 4.1. TSutton moved to approve the minutes of the previous meeting; JCannon seconded the motion. The Board approved the minutes for the January 2015 meeting as is; none opposed.
 - 4.2. TSutton moved to approve the minutes of the Special Meeting on 20 January 2015; JCannon seconded the motion. The Board approved the minutes for the 20 January 2015 Special Meeting as is; none opposed.
5. Old Business
 - 5.1. Mapco Property Mapco Property noncompliance - Follow-up on landscape compliance.
, FHumber had emailed Nigel Hodge, Real Estate Manager, to make him aware of the dead trees and the request of the Tree Board that the dead trees be replaced by the end of March 2015. FHumber is to follow up with Mapco on the compliance.
 - 5.2. Walmart Landscape – Follow-up on landscape compliance.
FHumber has the list of trees to be replaced - refer to minutes of the previous Tree Board Meeting for recommendations to be sent to the Planning Commission for their next meeting.
 - 5.3. Discussion of the wording of the Tree Bank Ordinance – this is being deferred to the April 2015 Tree Board Meeting.
6. New Business
 - 6.1. Update on the Road Scapes project on Hwy 100 and Hwy 96 junction in Fairview.
The original design had trees, but the designed had to be re-done so some of the space was replaced with grasses. Other than 2 areas of trees, most will be shrubs. MBerkley noted that the planting selection should provide ongoing show of flowering plants. MBerkley expressed concern about some of the plants noted in the design:
 - Those not on the city's approved Tree List (noted by asterisk in a copy provided to the Tree Board and included Liriope, Clethra alnifolia cultivar, Kalmia latifolia, Dalea gattergerii, Ilex crenata, Cotinus coggygria and Halesia)
 - Kalmia latifolia – not recommended due to location and drought concerns/survival issues

FAIRVIEW MUNICIPAL TREE COMMISSION MINUTES

Meeting, Tuesday, 03 February 2015 7:00 pm

Page 2 of 3

- Ilex crenata 'soft touch' – this is a small shrub which is an invasive exotic in Tennessee
- Cotinus coggygria – this is a non-native smoke tree

Some concern was expressed on covering the cost of maintenance for this project. Per WHall, the maintenance can be paid out of the Tree Bank fund – this would include costs for mulching, “gator” bags, mowing to avoid grass being thrown onto the mulch (this can be done by the Park Crew and Tom Daugherty is going to help WHall show the maintenance crew how to cut the grass to avoid this.) The grass cutting labor could come from the city’s General Fund. It is unknown what the estimated cost will be, but the cost of the maintenance should decrease over time as the plants become established. Consideration could be made to replace some of the mulched beds with lawn – safety is the number 1 issue and concern. One reason the trees were changed to shrubs in the re-design of the plan by TDOT was due to safety issue. FHumber stated that the plan has already been approved; plants can be changed, but not the design. He also noted that there is still some paperwork to do. Per MBerkley, the massing of plants in the landscape is good. The desire is to create a “wow” factor. But also want it to be successful to avoid having to replace plants items.

The timeline for planting was discussed and the optimum would be to plant by fall 2015. FHumber and WHall will talk to Monique Hazelwood with TDOT on the timing as well (they have both met her).

The concern for the cost was raised again by DRainey and PCarroll, specifically on from where the funds would actually come from to pay the Park Crew, the regular labor; WHall agreed to look into this. Matching funds for the Road Scapes Project (\$17K) will come from the Tree Bank Fund. PCarroll stated that she does not see the Park Crew salary coming from the Tree Fund and DRainey echoed this concern. WHall will discuss with Tom Daugherty on the budget and the salary question. MBerkley would like some meetings with the Park Crew to discuss expectations for maintenance requirements.

As no advertisements are allowed to be placed within the area of the project, FHumber suggested the idea of looking for corporate sponsors (maybe annual sponsorship) and credit the sponsors on the city’s website. This would assist with the maintenance cost. Any money from sponsor donations would go through the Parks Department. Volunteers could also be considered to assist (would require safety vests, liability releases, etc.). MBerkley noted that about 50% of the cost will be required to get the beds ready – like bringing in the soil; he expressed that he would like to keep these costs within the community. WHall stated that the city’s dumb truck could be used for this. MBerkley also suggested setting some money aside for some plant replacement.

The Road Scapes Beautification Project could be a “draw” (provide an attraction) for Fairview that the city will want to have. PCarroll noted that we need to prove we can get it done.

MBerkley agreed to review and revise the plant list by the March 2015 Tree Board Meeting, so it can go to the BOC for the 09 March 2015 meeting.

JCannon had the following questions or suggestions:

- Can 20% of the costs (of the \$17K) go for everything?
- Regarding the “Master Plan” – who is the “keeper” of the project? MBerkley noted that he is the Arborist on the project; the project itself falls under the Park’s Department staff. The Public Works road crew will be cutting the grass; the Park Crew will be in charge of the maintenance, including the landscaping, bed maintenance, and tree trimming.

FAIRVIEW MUNICIPAL TREE COMMISSION MINUTES

Meeting, Tuesday, 03 February 2015 7:00 pm

Page 3 of 3

- What is the expected frequency of the mulching? MBerkley stated that this is required about every 6 months.

6.2. Committee Workshop: DRainey commented on this workshop. As a follow-up to this workshop, DRainey recommended that the Tree Board review the Tree Planting and Protection Ordinance (Tree Plan) in May 2015 Tree Board meeting. (This is Title 13, Chapter 4 of the Fairview Municipal Codes).

TSutton also suggested that a member of the Tree Board be present at BOC meetings to answer any questions about the Tree Board meeting or recommendations that might arise.

Additional Notes:

It was noted that there will be a tree planting on 21 FEB 2015 as part of the TN Environmental Council (Jim Powell is leading the effort). Volunteers are invited and welcome.

Requested for the March 2015 agenda:

- Tree status for national Arbor Day Foundation observance (last Friday of April, 24 April 2015) – the orchard trees in the community garden
- Location of Appendix D of the Tree Board Ordinance (referenced in the ordinance)
- Improvement of “Welcome to Fairview” signs
- Review of condition of Burkii cedars planted in front/side of City Hall
- Working on an official shrub list for the city

7. Update on Tree Bank funds – WHall stated that an additional \$2400 was added from the Stuff It In plan. That 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 noted that he had looked at a nearby city with a Tree Bank Fund and it mentioned using funds from the fund for about 5 years for any project.

8.2. TSutton requested reconsidering the order and placement of the citizen’s comments in the agenda. DRainey noted that the change in the order was requested by the attending citizens so they could hear what was discussed and provide comments if they had any. The order could be revisited in the future if attending citizens requested it or the Tree Board thought it would serve better earlier in the agenda, but that we would leave it as it is for the time being.

8.3. WHall noted that there are 8 things in the City Codes that is being changed – 1 change was that the Tree Density Worksheet will be included as part of the Tree Ordinance.

9. Adjournment: With no further business, DRainey adjourned the meeting at 8:50 PM. The next scheduled meeting will be 03 February 2015.