



**CITY OF HENDERSONVILLE
HENDERSONVILLE TREE BOARD**
Special Meeting via Zoom
Tuesday, March 02, 2021 – 3:00 PM

AGENDA

1. CALL TO ORDER

2. CONSIDERATION OF THE AGENDA

City of Hendersonville Tree Board – Regular Meeting March 2, 2021 at 3 PM Via Zoom

Notice is hereby given that Tree Board Members will participate remotely at the above designated time/day/electronically via Zoom software.

The public may also view, listen and comment live via ZOOM. For security reasons screen sharing will not be allowed. The meeting instructions to join by Zoom will be available on the City's website by visiting <https://www.hendersonvillenc.gov/events-calendar> and below. Comment period instructions will also be displayed at the appropriate times during the meeting.

3. CONSIDERATION OF THE FEBRUARY 2, 2021 MINUTES

February 2, 2021 Minutes – Hendersonville Tree Board (Via Zoom)

Members Present: Mac Bracket, Pat Christie, Debbie Roundtree, Mark Madsen, and Glenn Lange.

Members Absent: Mia Freeman and Al Kruger.

Tom Wooten and Chad Freeman were also present.

Called to order at 3:06 PM.

Consideration of the agenda – Motion at add “Update on Tree Species List” as 5 (b) by Mac Bracket.
Vote – All Ayes.

Consideration of the January 5, 2021 Minutes. Motion to approve by Pat Christie. Vote – All Ayes.

Public Relations Update by Mary Jo Padgett – Mary Jo provided her update via email and via Zoom.

REPORT TO: Hendersonville Tree Board

FROM: Mary Jo Padgett, PR Consultant

RE: Publicity Report for February Board meeting

DATE: February 2, 2021

Publicity/ events since last board meeting --

Publicity for Bee Mural Project – A news release was written, approved, and sent to magazines with early deadlines announcing the return of muralist Matthew Willey in late March or early April to complete the Bee Mural on the exterior wall of Hands-On! Children’s Museum in downtown Hendersonville. Follow-up correspondence with magazine editors/writers to supply photos and personal quotes from Matt and Kim Bailey, coordinator of Hendersonville’s Bee City USA program. A second news release will go out in late February. (see attached news release)

Arbor Day Ceremony – I emailed and spoke to Arbor Day coordinators at Four Seasons Rotary Club to begin coordination of event planning and publicity for 2021. They feel sure an event will be forthcoming and will get back with details.

2020 activities report on Tree Board web page – A report will soon be posted on the City website/Tree Board page, and I will send a portion of the report to City Council members with a thank-you note for supporting the Tree Board. It will also be sent to our volunteers as a thank-you note for their service.

Upcoming Calendar --

HENDERSONVILLE TREE BOARD CALENDAR 2021

Late March/early April – Bee Mural Project resumes. Once begun, it is expected to take about a month to complete the mural. A number of activities are being planned during that time, most to occur on-site at the mural project.

Spring –

NeighborWoods Project at Green Meadows

May? – Arbor Day Celebration.

Late May – Garden Jubilee

June – Pollinator Month

Maintenance of Pollinator Beds at Hands on Museum and Bearcat Loop

Kim Bailey provided an update via email and via zoom. Kim gave a short update on the Bee Mural. A discussion about maintaining the pollinator beds at Hands on Museum and obtaining quotes for that work took place. Kelsey Jarvis has submitted a proposal for the beds at Hands on Museum. Tom said projects over \$2,500 required three informal bids or proposals. A motion was made to approve the proposal by Kelsey Jarvis for \$2,150 by Mac Bracket. All members voted to approve the proposal. Kim will attempt to write bid specifications and find other bidders if the boards includes maintenance of the beds at Bearcat Loop.

Kim has been working on updating the Tree Species list for the Tree Board. Tom noted that the City could not recommend or list businesses unless we list every business which would be difficult so it’s best not to list or recommend any of them. Kim will continue to work on this then submit it to the Tree Board for review and consideration of approval at the March meeting.

Conditional Use District Projects:

Fleming Street Office Building – The Tree Board’s recommendations have been included in the February Agenda for City Council for this project. Mac asked if they could include additional recommendations. Matthew Manley and Tyler Morrow explained that additional recommendations could be verbally presented at the Council Meeting for consideration. Mark Madsen made a motion that the developer replace each tree over 12-inches in diameter that is removed from the property; and that replacement trees be the same species or their equivalent to existing trees; and all existing trees that are to be preserved, shall be preserved in accordance with Article XV Section 15-4 of the Zoning Ordinance. New (proposed trees) and replacement trees shall also comply with Article XV of the Zoning Ordinance. Vote – all ayes.

Duncan Terrace Project – Motion by Glenn Lange to require the developer to save the three large trees along Duncan Hill Road that are adjacent to the brick residential home; and require the developer to replace each tree over 12 inches in diameter that is removed from the property; and that replacement trees be the same or their equivalent to existing trees in accordance with Article XV of the Zoning Ordinance. In addition, all replacement Broadleaf Canopy Trees shall be 2 ½ inch diameter at breast height (DBH) and all Ornamental Trees shall be 1 ½ inch diameter at breast height (DBH). Vote – all ayes.

Pardee Parking Lot – A motion was made by Pat Christie to support the recommendation by Planning Department Staff and to preserve all trees over 30 inches in diameter at breast height (DBH) in accordance with Article XV Section 15-4 (c) of the Zoning Ordinance. Vote – all ayes.

Projects involving Girl Scouts & Hendersonville High School – no discussion on this item.

Neighborwoods Project – Debbie Roundtree has twelve property owners who would like to receive some trees. Mac and Debbie will discuss the species and quantity of trees needed for the project. Proposed planting time is this coming spring. Debbie needs a copy of the contract.

Tree Board Budget for Fiscal Year 2021 - 2022. Mac would like an update on the current budget. Mac will create a list of items for discussion for the new budget and share it with the other board members.

(HWY 64 Maintenance item – Cost per maintenance event is \$750, typically there are two maintenance events per month during the growing season which could be April through October.)

Staff Comments - no updates at this time.

Adjournment – 5:39 PM.

4. PUBLIC RELATIONS UPDATE - MARY JO PADGETT

5. ARBOR DAY CELEBRATION

6. BEE CITY UPDATE - KIM BAILEY

7. CONSIDERATION OF UPDATED TREE SPECIES LIST

8. MAINTENANCE PROPOSAL FOR POLLINATOR BEDS AND TREES AT BEARCAT LOOP

Maintenance Proposal for Pollinator Gardens at Bearcat Loop

Created By:

Kelsey Jarvis

Horticulturist, Pollinator lover and Native Plant Enthusiast

Prepared For:

Tree Board of the City of Hendersonville

This document outlines my maintenance plan(s) for the pollinator beds and surrounding tree located on Bearcat Loop. I have broken the proposal down into three plans so the board can decide which plan best fits the budget as well as the areas needs.

Plan A:

Maintaining just the plantings inside the pollinator beds

Plan B:

Maintaining the plantings inside the pollinator beds and the surrounding trees planted by the Tree Board

Plan C:

Maintaining the plantings inside the beds, tree care and weed whacking around the beds to help preserve the structures from mower damage

Maintenance Services Include:

Weeding

Seasonal Cutbacks

Thinning overgrow plants inside the pollinator beds

Tree pruning

Mulching

Weed whacking around pollinator beds

Hourly Rate and Payment

\$35/hour

An invoice can be emailed to you for monthly payment

I will source the mulch needed and include it in a billing invoice

The graft below is a monthly breakdown for **Plan A**. The vertical axis represents hours spent and each column represents the maintenance task needed.

Plan A:

As shown above, this plan puts me in the garden three times for the year. The majority of work will be done in March where I will be focusing on readying the beds for spring.

For the year this plan will put me in the garden for 11 hours, which will total to \$385 not including the cost of mulch.

The graft below is a monthly breakdown for **Plan B**.

Plan B:

As shown above, this plan will put me in the garden five times for the year. In the months of January and February where I will be focusing on pruning I will divide my time of 15 hours per month up between three days. There is always a possibility this task will take less time, but I wanted to give you the maximum time I feel will be needed to be on the safe side. This amount of pruning time will not be required every year. After being shown the trees it was apparent to me that they had never been pruned and therefore a bit more time will need to be spent on them this year. For the year this will put me in the garden for 59 hours, which will total to \$2,065 not including the cost of mulch.

The graft below is a monthly breakdown for **Plan C**.

Plan C:

As shown above this plan will put me in the garden 10 times for the year. This plan closely resembles Plan B but adds weed whacking around the beds as part of the maintenance plan. Kim Bailey and I assessed the beds and came to the conclusion that keeping mowers away from them would help to better preserve the structures. I would plan to come out twice a month and weed whack heavily around the pollinator beds so the people mowing would not have to mow so close.

For the year this plan will put me in the garden for 70 hours, which will total to \$2,450 not including the cost of mulch.

Summary:

I hope that these three plans give you a clear view of the maintenance I feel will be needed in order to keep the beds and surrounding trees healthy and looking their

best. If selected for the job, I would be honored to take on this position and would aim to keep the gardens and surrounding trees healthy and well kept. If you have any further questions for me or if I have left anything out please feel free to reach out.

9. CONDITIONAL ZONING DISTRICTS/CHANGE OF MEETING DATE

10. NEIGHBORWOODS

11. TREE BOARD BUDGET FOR FISCAL YEAR 2021 - 2022

Budget for 2021/2022:

HWY 64 Maintenance - \$14,000

Tree Replacement & Supplies - \$1,500

Arborist Services - \$2,000

Publicity - \$3,000

Arbor Day - \$250

NeighborWoods - \$2,000

Tree Planting at Sullivan Park - \$2,000

Maintenance of Pollinator Beds at Hands On Museum and Bearcat Loop - \$5,000

Planting of Pollinator Bed Four Seasons Boulevard - \$14,000

Total Request - \$43,750

12. STAFF COMMENTS

13. ADJOURNMENT