

TOWN OF JONESBOROUGH
Town Hall Board Room
123 Boone Street
Jonesborough, TN 37659

MEETING NOTICES

Monday, February 24, 2025, 11:00 a.m.

PUBLIC COMMENTS REGARDING AGENDA ITEMS

Members of the public wishing to speak concerning any item on the agenda during the Public Comment period must sign up by calling the Town Administrative Office at (423)-753-1030 with their name, address, and subject about which they wish to speak no later than 2 hours before the meeting if the meeting occurs during normal business hours or by 4:45 p.m. the day of the meeting if the meeting occurs after hours. Otherwise, such member of the public must sign in at the location of the meeting, prior to the beginning of the meeting, by seeing the Town Recorder at meetings of the Tree and Townscape Board, or the secretary or staff of any board, commission or committee constituting any other governing body under this resolution.

Each individual shall be given three (3) minutes to address the Board regarding Agenda items. Comments shall be limited to items on the meeting's agenda.

The Jonesborough Tree and Townscape Board will meet at 11 a.m., Monday, February 24, 2025, in the Board Room at Town Hall, 123 Boone Street, Jonesborough, TN, to consider the following agenda:

AGENDA:

1. Call to order
2. Public Comments
3. Approval of Minutes
4. Tree and Townscape Board 2025
5. Ardinna Woods Arboretum Update
6. Arbor Day 2025
7. Greenhouse at Persimmon Ridge Park
8. Tree and Townscape Project Proposal 2025

Town of Jonesborough

Tree and Townscape Board

Meeting Minutes for November 25, 2024

The Jonesborough Tree and Townscape Board met in a regular meeting on Monday, September 23, 2024, at 11:00 a.m. in the Board Room at the Town Hall, Jonesborough, Tennessee.

Present: Terry Countermine, Lori Rosenoff, Nancy Kavanaugh, Melinda Copp, Virginia Kennedy

Staff: Glenn Rosenoff, Lauren Little, Sheri Wright

Absent: Geoff Hoare, Sue Henley, Jennifer Wolfe

Nancy Kavanaugh called the meeting to order noting that a quorum was present.

There were no public comments.

Item 1. Bradford Park Landscape Plan

Bradford Park will be located on the northeastern corner of Presential Drive and Baleigh Lynn Loop, Washington County Tax Map 52F, Parcel 006.00. The property is zoned B-3, Arterial Business District. The Planning Commission approved the site plan on August 20, 2024. This property will be a storage area. The south side of the property facing Presidential Drive will require road frontage landscaping. The linear feet listed is divided into two sections, A & B. The frontage for Lot A is listed as 578 LF and the frontage for Lot B is listed as 84 LF. The road frontage requirements include one tree for every 50'. Twelve shade trees have been provided for Lot A. Two shade trees have been provided for Lot B. The species list provided is as follows: "Red Maple, Willow Oak, River Birch, Bald Cypress, or Zelkova."

Buffering:

The townhomes to the east of the Bradford Park property require a class 1 buffer and the single-family homes to the north and northwest require a class 2 buffer. The class 1 buffer had an adjustment on spacing from 8' on center to 10' due to the growth habit of the trees making them susceptible to damage if they grow into one another. This adjustment was accepted by the committee. Both buffers were satisfied with the landscape plan. The eastern property line measures 490 LF. To satisfy the class 1 buffer option A1, 1 tree must be provided per every 10' on center. The landscape plan states 49 trees have been provided on the eastern property line. To satisfy the class 2 buffer option C2, 1 tree must be provided per

every 12' on center in 2 rows. The north/northwest property line measures 950 LF. The landscape plan states 158 trees have been provided in 2 rows. The species list provided is as follows: "Green Giant arborvitae, Leyland cypress, pine trees, Fosters holly, other tree size holly, or other evergreen tree..."

Parking Lot: 39 parking spaces have been provided in Lot A. One tree is required for every 10 parking spaces with at least two shrubs per tree.

Three parking spaces have been provided in Lot B. One tree is required for every 10 parking spaces with at least two shrubs per tree.

The landscape plan states that four trees and 8 shrubs have been provided in Lot A.

The landscape plan states that one tree and three shrubs have been provided in Lot B.

The species list provided is as follows: "Red Maple, Willow Oak, River Birch, Bald Cypress or Zelkova." Contractors shall select shrubs.

The landscape plan does meet the minimum standards as per the town's landscape requirements.

Motion: Melinda Copp made a motion to approve the landscape plan for Bradford Park as presented, seconded by Terry Countermine and passed unanimously.

Item 2. Ardinna Woods Arboretum Update 2024

Open Spaces Coordinator, Lauren Little, gave an update on the Ardinna Woods Arboretum. The full update is attached with these minutes. During the update, Lauren Little spoke on the goal to make the arboretum a level II again, and possibly a level III. Lori Rosenoff inquired as to the volunteers. It was discussed that the students at David Crockett High School, volunteers from the Senior Center, and possibly those from Keep Jonesborough Beautiful. Board member Terry Countermine suggested that single restrooms be added at the arboretum. The Butterfly Garden is also being updated, and the mural will be added back.

Item 3. A Greenhouse for the Town - Update

Jonesborough Parks and Recreation has been working on introducing a greenhouse to the department. Lauren Little met with the city forester of Johnson City, and the city agreed to donate a 20'x40' greenhouse that that was no longer in use. This greenhouse will be extremely beneficial to the Parks and Recreation Department.

With no further business, the meeting was adjourned.



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: February 24, 2025

AGENDA ITEM #: 4

SUBJECT: Tree and Townscape Board 2025

Background:

As per the Tree and Townscape ordinance, at the beginning of each year we, as a board, are to discuss our meeting time, date, and board member distinctions. To my knowledge, we have only recognized Nancy Kavanaugh as chair in our previous meetings. The ordinance states we should be recognizing a chair, vice chair, and secretary.

1-1607. Meetings. Upon creation by the board of mayor and aldermen, the tree and townscape board shall hold an organizational meeting to elect officers and establish a schedule for regular meetings for the upcoming year. With reasonable notice, special meetings of the committee may be called by the tree and townscape board chairman or the director of parks and recreation. All meetings are open to the public and shall be posted on the community bulletin board at town hall. Beginning in 2002, the tree and townscape board shall hold an annual organizational meeting in November or December each year to elect

1-76

officers and set the meeting schedule for the subsequent year. [as added by Ord. #2001-14, Sept. 2001]

1-1608. Rules of procedure. The tree and townscape board shall elect a chair (can be co-chair), vice-chair and secretary from among its members. The term of the chair, vice-chair, and secretary shall be one (1) year with eligibility for re-election, however, officers elected in the first year shall serve initially through December of 2002. Rules and procedures may be modified each year at the organizational meeting, however, changes are subject to the approval of the board of mayor and aldermen. [as added by Ord. #2001-14, Sept. 2001]

We are currently scheduled to meet at 11:00 a.m. on the 4th Monday of every month.

Summary:

As a board we are to decide on the parameters of our meetings. Would anyone like to change the date or time of our meetings?

Who does the board want to recommend, within the board, be in the seat of chair, vice chair, and secretary?



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: February 24, 2025 **AGENDA ITEM #:** 5

SUBJECT: Ardinna Woods Arboretum Update

Background:

Ardinna Woods Arboretum is a valued place in the Jonesborough community. We have been working throughout the Summer, Fall, and Winter seasons to make the arboretum walkable and a step towards weed free. The many rare, and native trees have been identified to our best ability until Spring, and all necessary suckers removed to promote lead trunk growth.

The arboretum has gained a new volunteer, Matthew Woods! Matthew approached me about opportunities we had in the town for garden and plant related activities. He has been through kidney cancer treatment and is limited to the amount of work he can do. Pulling weeds, planting, and plant identification are some of the activities he enjoys and that we will be able to offer him within the arboretum and butterfly garden.

We look forward to transplanting more Tennessee Coneflowers into the arboretum as well as Blue Flag Iris. By building plots of these native beauties, we promote the spread of threatened species and invite our local pollinators.

Signage is the next big task on my list for this space. Many of the tags and numbered stakes to identify the various species on the property are either missing, misplaced, broken, or rotten. It may be in the best interest of the board to use our funding to support new signage for the arboretum. Including the kiosks and informational signs.

I hope as a board we can work to support this great space and make it a prize of the town.

Recommendation:

Use a portion of the money from the Tree and Townscape fund to purchase new plant identification tags and informational signs for the arboretum.



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: February 24, 2025 **AGENDA ITEM #:** 6

SUBJECT: Arbor Day 2025

Background:

Arbor Day 2025 falls on April 25th. This year marks the 150th celebration of Arbor Day in Tennessee! While this date feels far off, the sooner we begin to plan the more time we have to come up with amazing ideas. Last year, Arbor Day was celebrated by planting a tree in the community garden and giving away 200 tree seedlings. Now is the time to begin considering what we want to do this year that will engage the community, promote environmental conservation, and establish native trees that will benefit the people of Jonesborough for years to come.

I have spoken with various people who have connections to tree donations. Adam Jones, the Bright Ridge Vegetation Specialist, and I have been communicating about trees in our area as well as the Arbor Day celebration. He has worked with his team, and they will be donating \$250 for the celebration. I have also been in contact with First Horizon Bank of Jonesborough and Evergreen of Johnson City who have both shown interest in sponsoring the event. I will be hearing back from them soon to find out what financial contributions they are committed to.

Below I have listed out the tree themed activities for the week of April 21st to celebrate Arbor Day. These are unconventional but may be a fun way to get more people involved.

- Present an Arbor Day canopy assessment of Jonesborough
- Work with the McKinney Center to do an art craft such as pressing leaves into clay
- Work with teachers at Jonesborough Elementary School to have their children write poems to read at the Arbor Day celebration
- Planting 2 trees and donating saplings
- Our state forester Neal White has agreed to speak at our Arbor Day tree planting ceremony and lead a Tree ID hike in Persimmon Ridge Park
- Collect tree seeds to plant
- Work with Jonesborough Elementary School to apply to be a Tree Campus K-12
- Have Arbor Day representative Ashley Kite-Rowland out to celebrate with us and say a few words on behalf of Arbor Day.

As the Tree and Townscape Board we have a unique opportunity to sponsor the Arbor Day event ourselves. With \$2,000.00 in our budget currently we could provide trial Chestnut seeds to be planted in Ardinna Woods Arboretum to kick-off the Arbor Day celebration! Meadowview Research Farms in Meadowview, VA is working diligently with the latest genetic technology to create blight resistant trees. A \$350 membership fee would provide us with 4 seeds to plant and monitor. How exciting it would be for Jonesborough to be a part of bringing back the Chestnut!

Recommendation:

Allocate \$350.00 from the Tree and Townscape fund to buy a membership to the American Chestnut Foundation in order to receive 4 seeds to plant in celebration of Arbor Day.



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: FEBRUARY 24, 2025 **AGENDA ITEM #:** 7

SUBJECT: Greenhouse at Persimmon Ridge Park

Background:

The greenhouse at Persimmon Ridge Park is making great progress! The base has been laid for the structure, and we have received the plastic covering. We have also received the locking roll-up system for the sides of the house. In the summer months when airflow is needed, rather than keep the fans running we can roll up the sides of the house to allow for increased airflow. This increased airflow not only cools the plants without using excess energy but reduces risk of disease and disease spread.

Our next step is the construction of the building and of tables. We will then work on our irrigation system.

We look forward to a new opportunity in Jonesborough for horticultural education and hands-on experiences!



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: February 24, 2025 **AGENDA ITEM #:** 8

SUBJECT: Tree and Townscape Project 2025

Background:

This board is filled with individuals who take pride in Jonesborough's natural beauty. Due to our shared interests and love of our town, I propose a T & T beautification project for 2025. Jonesborough has many parks that have been thoughtfully designed with landscaping to enhance the area and attract users. However, many of our parks suffer from water accumulation in low spots caused by construction, landscape, erosion, etc. I propose we design a rain garden for one of such areas in a Jonesborough park. This would be a wonderful educational opportunity for the public to be exposed to different landscaping options, learn about the native plants within them, and why they are crucial to our environment.

Water accumulation that is not mitigated with vegetation can lead to disease and insect breeding grounds, limited use of a public area, and water erosion.

To create a well-designed plan for the rain garden, I would like to consider using Tree and Townscape funds to purchase a year-long subscription to a 3D Modeling program called SketchUp. I believe this program would allow us to make professional models of what we would like to implement in the park compared to a hand-drawn model. This program houses high-resolution flora images, making the design come to life and allowing for better visualization of the project.

Next Steps/Long-term objectives:

- Decide what park the rain garden should be in.
- Design the layout of the rain garden.

- Purchase the plants and incorporate them into the area in accordance with the design.
- Create an educational sign to be placed with the garden.
- Maintain the area with consistent weeding and re-planting as needed.

Recommendation:

Design and implement a rain garden into one of Jonesborough's many parks to enhance the area, mitigate water accumulation, and educate the public about rain garden design and environmental significance.

Purchase yearly subscription to SketchUp 3D Modeling program at \$120.00 with Tree and Townscape funds.