



Town of Fairview

PARKS & RECREATION

Agenda

April 6, 2017 @ 6:30 p.m.

Meeting will be @ Park Picnic Shelter

1. Call to order --*Chairman Clontz*
2. Public Comments:
3. Business:
 - Grand Opening
 - Contractor Walk-thru
4. Approval of Previous Minutes:
 - a. March 2, 2017--- Regular meeting
5. Adjourn



Alfred Benesch & Company
2320 West Morehead Street
Charlotte, NC 28208
www.benesch.com
P 704-521-9880
F 704-521-8955

SUBSTANTIAL COMPLETION INSPECTION

Fairview Park
Fairview, North Carolina
April 5, 2017

Date of Meeting: April 5, 2017

Place of Meeting: On site

Present:

B.B. Haigler	Town of Fairview
Jerry Clontz	Town of Fairview
Leon Whitley	Town of Fairview
Mayor Phil Thomas	Town of Fairview
John Efirid	
Tim Efirid	
Jason Schultz	Eaglewood
Sue Fink	Eaglewood
Matt	Eaglewood
Jeff Ashbaugh	Alfred Benesch & Company

Meeting Purpose

To inspect the overall project and make a determination if the project is substantially complete. After a walk-through of the building and grounds, it was determined the project is substantially complete and will be acceptable once the following work is completed. The following punch list was generated by those present at the meeting:

General Site

- Mow grass until final acceptance. This will consist of mowing "high" the first time with a second mow to a lower height to minimize shock to the high grass.
- Clean paved surfaces (parking, drives, trail, sidewalk, and picnic shelter slab). Remove all black tire marks from concrete walks.
- For all lawn areas, remove rocks, construction gravel, parts of root matter, stakes.
- For all lawn areas, smooth clods, lumps, ruts and disc/till all compacted areas. Fine grade, seed, and straw disturbed areas created by this process.
- Numerous bare spots are visible in the turf. Establish permanent turf for all bare areas.
- Remove survey stakes
- Remove all concrete forms and stakes.
- Remove gravel from around the storm inlet grate adjacent the walk intersection at the bridge
- Near the park entrance obtain positive drainage in lawn area on the left side entering the park.
- Remove construction sign from the gate.
- Clean hydroseeding overspray from the entrance gates and transformers.
- Remove wattles once ditches are stabilized
- In the parking area in front of playground the asphalt surface has two small scuff marks from tires turning when the asphalt is hot. Compact and secure the loose material.

Play equipment

- Secure/Fasten/Tighten cow bell
- Submit CPSC compliance certificates for playground and play surfacing

Trail

- Remove concrete spatter at bottom of steps where concrete landing connects with trail
- Improve drainage in 3 locations. Small tail ditches have been installed for location #1 and #2. These tail ditches need to be widened to 3-4 feet, the outlet extended to the pond, and side slopes smoothed. For location #3 the trail appears saturated after rain. While water is not ponding it is draining very slowly. Improve drainage in this area by lowering the trail shoulder on the pond side by at least 1-1.5 inches deep by 6-8' feet wide. Seed and straw all disturbed areas. Each of these swale areas should be graded so the terrain is gently sloped without any abrupt grade changes.

Site Furnishings

- Secure trash can hoods.
- Secure trash can container at steps (unstable when shaken).
- Grill-turnover to the Town

Bridge

- Lower the rip rap in the bottom of the emergency spillway on the pond side of the bridge by 6".

Yard Hydrant

- Adjust direction of hydrant so that when hydrant is in use the flow hits the concrete walk or add small section of concrete. As installed flow misses concrete and will erode the grade beside the hydrant.

Restroom

- Re-paint concrete soffit/ceiling for front porch and also back of restroom roof.
- Touch up paint part of roof on pond side of restroom.
- Remove concrete "freckles" on porch slab.
- In landing area of front sidewalk install cleanout cover.
- Adjust flow height for small drinking fountain. Low spout flow.

Stormwater Control Measures



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- Provide a letter from the supplier stating the soil mixtures comply and have been installed with state requirements.
- Install Bermuda sod (sand based) in bottom of stormwater control measures

This punch list shall serve as written notification the project is deemed substantially complete as of the date of this correspondence and it is noted this correspondence shall also serve as written notice the Stop Work order request is suspended.

Eaglewood should diligently work to complete all of these items noted herein by April 21, 2017. A re-inspection for final acceptance will be held on April 21, 2017 at 9:00 AM.

Eaglewood shall notify Benesch immediately if this milestone can not be reached.

END REPORT

Punch List Prepared By:

Alfred Benesch & Company

A handwritten signature in black ink, appearing to read "Jeff Ashbaugh".

Jeff Ashbaugh, PLA

cc: Jerry Clontz
Mayor Phil
Ed Humphries
Jason Schultz
Sue Fink



**Town of Fairview
Parks & Recreation Advisory Committee Meeting
March 2, 2017**

The following Parks & Recreation Advisory Committee members were present: Jerry Clontz, Scott Cuthbertson, B.B. Haigler, and Rachel Outen

Others present: Teresa Gregorius, Town Clerk

Public Comments

None

Items of Business

A. Report on Park Progress

Jerry Clontz stated that Eagle Wood Inc. has put a stop work order on the park until Union County turns the water on. Once the water is turned on, Eagle Wood will be ready to do the walk-thru and produce the punch list. Mr. Clontz would like as many members of the Committee as possible to participate in the walk-thru. He will let everyone know as soon as he has the date.

Mr. Clontz spoke with Brian Austin about mowing and weed eating around the edge of the pond and Mr. Austin quoted him a price of \$150.00. B.B. Haigler made a motion to have Brian Austin mow and weed eat around the pond for \$150.00. Scott Cuthbertson seconded the motion. Members Clontz, Cuthbertson, Haigler, and Outen voted yes (4-0).

B. Park Grand Opening

Jerry Clontz stated that the Council authorized \$3,000.00 for grand opening expenses. Fairview Fire & Rescue Chief Andy Williams told the Town Clerk that the fire department would set up two tents and cook and serve the hotdogs, chips and drinks (Town will provide the food); park the fire truck purchased by the town for everyone to see; and help with parking cars. B.B. Haigler stated he will provide the horse shoes for the horse shoe games. Mr. Clontz stated he had several corn hole boards that can be set up.

Rachel Outen reported that Bouncing Your Way (bounce houses, sound system) has been booked and the retainer has been paid. Mrs. Outen stated that each bounce device will need

volunteers to man them for the 4 hour period. She will contact the area churches to see if their youth groups would like to participate. Mrs. Outen stated that she had emailed John Biggers about contacting All Points Waste Service about providing additional trash cans for the grand opening. Mr. Clontz will check on porta jons and ice. Mrs. Outen suggested that the Town rent 1 or 2 hand wash stations to set up around the food tents. Scott Cuthbertson said he would check on hand wash stations.

C. Shelter Use Application

The Committee reviewed the draft shelter use application and approved.

D. Park Maintenance Contract

The Committee reviewed the 3 park maintenance bids received from Brian Austin, Refined Outdoors, and Tucker Lawn Care. After discussion and revisions, the Committee decided on the lowest bid (Refined Outdoors). Scott Cuthbertson made a motion to recommend to the Council that the lowest bid be approved. Rachel Outen seconded the motion. Members Clontz, Cuthbertson, Haigler, and Outen voted yes (4-0).

E. Minutes

B.B. Haigler made a motion to approve the February 9, 2017 minutes. Rachel Outen seconded the motion. Members Clontz, Cuthbertson, Haigler, and Outen voted yes (4-0).

Rachel Outen made a motion to adjourn. Scott Cuthbertson seconded the motion. Members Clontz, Cuthbertson, Haigler, and Outen voted yes (4-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Jerry Clontz
Chairman

Approved this _____ day of _____, 2017