



# Town of Fairview

## PARKS & RECREATION

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### Agenda

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

**Meeting will be at the Park Picnic Shelter**

1. Call to order ---*Chairman Clontz*
2. Public Comments:
3. Business:
  - Discuss Lighting for Park
  - Review Applications for Committee Vacancy
  - Review Park Maintenance Contract
4. Approval of Previous Minutes:
  - a. June 1, 2017---Regular meeting
5. Adjourn

# TOWN OF FAIRVIEW

Nomination for appointment to:  
(check one)

- Planning Board                       Park & Rec Advisory Committee  
 Festival Committee                       Social Media Committee

Name: Wendy Nielsen                      Date: 6/22/17

Home Address: 404 Clontz Rd Indian Trail, NC 28079

Work Address: 400 N. Church Street Monroe, NC 28112

Home Phone: 704-221-0642                      Work Phone: 704-296-0846

Email Address: Wendy.nielsen@ucps.k12.nc.us

Please list any government or non-profit board, committee or commission on which you currently serve: President of the Monroe Swim Team

Please list any particular experience or education which you feel qualifies you for the position: None really - just a vested interest in my community

Faithful attendance at board meetings is a requirement. Would you be able to commit to this requirement? yes - unavailable 8/3/17 - trip scheduled

Board, Committee or Commission appointments require that the individual be a current Town of Fairview resident.

I have been a resident of the Town of Fairview for 12 years.

Please return this form to:

Town Clerk  
Town of Fairview  
7400 Concord Highway  
Monroe NC 28110-6927

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Signature of Applicant

# TOWN OF FAIRVIEW

Nomination for appointment to:  
(check one)

- Planning Board                       Park & Rec Advisory Committee  
 Festival Committee                       Social Media Committee

Name: Tom Eure                      Date: 5-17-17

Home Address: 7606 Surry Ln. Indian Trail, NC 28079

Work Address: Same

Home Phone: 704-291-0833                      Work Phone: \_\_\_\_\_

Email Address: tom.eure@earthlink.net

Please list any government or non-profit board, committee or commission on which you currently serve: \_\_\_\_\_

Please list any particular experience or education which you feel qualifies you for the position: B.A. from ASU in Environmental Planning and Policies

Faithful attendance at board meetings is a requirement. Would you be able to commit to this requirement? Yes

Board, Committee or Commission appointments require that the individual be a current Town of Fairview resident.

I have been a resident of the Town of Fairview for 14 years.

Please return this form to:

Town Clerk  
Town of Fairview  
7400 Concord Highway  
Monroe NC 28110-6927

Tom Eure  
Signature of Applicant

# TOWN OF FAIRVIEW

Nomination for appointment to:  
(check one)

Planning Board

Park & Rec Advisory Committee

Festival Committee

Social Media Committee

Name: WILLIAM (BILL) RIFFLE Date: 6/14/17

Home Address: 7612 WATER OAK LANE, MONROE, NC 28110

Work Address: \_\_\_\_\_

Home Phone: 704 753 4840 CELL Work Phone: 704 641-6037

Email Address: BILL.RIFFLE@EARTHLINK.NET

Please list any government or non-profit board, committee or commission on which you currently serve: NONE

Please list any particular experience or education which you feel qualifies you for the position: \_\_\_\_\_

Faithful attendance at board meetings is a requirement. Would you be able to commit to this requirement? YES

Board, Committee or Commission appointments require that the individual be a current Town of Fairview resident.

I have been a resident of the Town of Fairview for 47 years.

Please return this form to:

Town Clerk  
Town of Fairview  
7400 Concord Highway  
Monroe NC 28110-6927

William D. Riffle

Signature of Applicant

# TOWN OF FAIRVIEW

Nomination for appointment to:  
(check one)

- Planning Board                       Park & Rec Advisory Committee  
 Festival Committee                       Social Media Committee

Name: MICHAEL F. MORGAN Date: MARCH 1, 2014

Home Address: 6429 MORGAN'S LOVE ROAD

Work Address: N/A

Home Phone: 704-453-9140 Work Phone: N/A

Email Address: DREAM TEAM 2016 @GMAIL.COM

Please list any government or non-profit board, committee or commission on which you currently serve: N/A

Please list any particular experience or education which you feel qualifies you for the position: \_\_\_\_\_

Faithful attendance at board meetings is a requirement. Would you be able to commit to this requirement? YES

Board, Committee or Commission appointments require that the individual be a current Town of Fairview resident.

I have been a resident of the Town of Fairview for 55 years.

Please return this form to:

Town Clerk  
Town of Fairview  
7400 Concord Highway  
Monroe NC 28110-6927

Michael F. Morgan  
Signature of Applicant



## LANDSCAPE MAINTENANCE CONTRACT

FOR:

**FAIRVIEW PARK**

3/2/17

Prepared by: Jordan Edwards, Owner.

[jedwards@refinedoutdoors.com](mailto:jedwards@refinedoutdoors.com)

704.320.5376

# REFINED OUTDOORS

Refined Outdoors is pleased to provide you with a proposal for **Fairview Park**. The contract will begin on 3/1/2017 to 3/31/2018. There is a 30 day written notice clause that states either party has the authority to cancel.

The scope of the work includes:

1. The turf will be maintained on a weekly basis during the growing season. During times of rainy or dry weather, mowing will resume as soon as weather permits.
2. Debris will be removed before mowing and at each maintenance visit. Mowing height of the turf will vary throughout the year, but no more than 1/3 of leaf blade will be removed at one visit.
3. All of the edges (bed edge and hard edge) will be edged to maintain a crisp and neat appearance.
4. The shrubbery will be pruned twice a year to maintain desired shape. Some shrubs will be pruned more often due to different growth rates of the various shrubs. Flowering shrubs will be maintained as needed per species of plant.
5. Trees will be pruned once a year to ensure proper growth; trees will be maintained from 10 feet or less. Any trimming over 10feet, will be charged separately. (Work will not be preformed before a conversation with owner.)
6. Ground covers will be monitored and maintained as needed.
7. Flower beds will be monitored on a weekly basis and hand weeded as needed.
8. Ornamental beds, parking lots, and sidewalks will be treated with a post emergent herbicide to ensure a clean appearance.
9. Annuals will be deadheaded on a bi-weekly basis.
10. Leaf removal will be performed to provide a clean look. Leaves will be removed by all means necessary including raking, mowing, and mulching.
11. Pine needles will be rolled as needed after weekly maintenance visit.
12. Gates will be unlocked/locked at daylight and dusk each day
13. Trash cans will be emptied on an as needed basis
14. Bathrooms will be checked on a daily basis
15. Bathrooms will be cleaned on a bi weekly basis
16. Trash on the ground will be gathered on a daily basis Park Maintenance Duties

# REFINED OUTDOORS

## Additional services:

- Pine needles/mulch
- Annual flowers
- Fire ant control
- Turf maintenance
- Replacement of any ground covers
- Replacement of any shrubbery/tree
- Any irrigation repairs
- Excessive cleanup due to any storms or vandalism
- Any trees that need to be trimmed over a height of 10 feet
- Shrub/tree fertilizations
- Fungicide turf application
- Insect control on shrubbery/tree

Any additional work that is listed above, and not in the section THE SCOPE OF THE WORK INCLUDES, will be discussed with owner or owners' representative before work is performed. No extra services will be provided before owner or owners' representative is aware of additional price and has approved for work to be completed.

# REFINED OUTDOORS

**YEARLY CONTRACT PRICE: \$ 24,825.00**

**MONTHLY CONTRACT PRICE: \$ 2,068.75**

If you were to sign a multi year contract we would provide a credit of \$750.00 per year. For the community to use towards enchantments on the property.

Annual price for replacement of pine needles installed and furnished by Refined Outdoors will be **\$6.50** a bale.

Annual price for planting annuals twice a year be installed and furnished by Refined Outdoors will be **\$38.00** a flat

Annual price for spreading double hammered mulch and mulch furnished by Refined Outdoors will be **\$55.00** a yard.

The monthly contracted price of **\$2,068.75** will be billed of the first of every month, and will be due within 60 days of the bill date. If balance is not paid after 60 days, a 1.5% increase will be added to bill. If contract is canceled, any outstanding maintenance treatments will be discussed before work is performed because of pro rating material expenses throughout the year.

Thanks again for your interest in Refined Outdoors, and look forward to doing business with you.

Thanks,

Jordan Edwards, owner

704-320-5376



### **Terms and conditions**

Refined Outdoors will be responsible for everything that falls under **THE SCOPE OF THE WORK INCLUDES**. That includes all materials, labor, equipment to protect and enhance the landscape. Additional services can be performed at an additional charge; all additional service prices will be discussed with the property manager before performed.

Refined Outdoors will not be responsible for damages caused by acts of God, insufficient irrigation, or water regulations. We are not responsible for damages caused by anyone other than our employees.

Either party, with or without cause, may terminate this contract; a 30 day notice is to be provided to other party.

Client will give Refined Outdoors 10 business days to correct any problems or defect in work provided.

Signing this document ensures that Refined Outdoors has been awarded the bid and agrees to all responsibilities above in the proposal. Refined Outdoors is not responsible for anything other than what is stated in the **scope of the work includes** section of the proposal.

# REFINED OUTDOORS

The following is an addendum requested from the Town of Fairview. By signing this Contract either party agrees to all bidding statements.

## DAILY:

- Open Park gate at 7:00 AM
- Unlock/Lock restrooms
- Check/Clean restrooms
- Check picnic shelter/grills (dump ashes as needed)
- Walk trail to collect litter
- Pick up any litter on the grounds
- Empty trash cans (individual's responsibility for disposing of trash)
- Close Park gate at sunset

\*\*\* Call and report any problems to designated person\*\*\*

## Lawn Maintenance

- Finish mow designated areas once a week or as needed to maintain a height of 3½
- Pick up any yard debris/trash before mowing
- Weed eat around pond (to edge of pond) and around bridge
- Blow sidewalks and trail after each mowing
- Bush hog designated areas as needed
- Blow leaves back into the edge of the woods in the Fall

By accepting the following contract and providing the goods/services requested hereunder. Contractor attests that it is in compliance of Article 2 of Chapter 64 of the North Carolina General Statutes (commonly referred to as "E-verify") and shall remain in compliance with said Article while providing goods and services to the town of Fairview. Contractor further attests that it ensures and shall continue to ensure, while providing goods and services to the town of Fairview that any subcontractors utilized by Contractor for the provision of said goods and services are also in compliance with said Article.

# REFINED OUTDOORS

Signature of Owners' Representative:

Jerry C. Clout

Owners' Representative Email and Phone#:

tgregorius@Fairviewnc.gov      <sup>Jerry</sup> 704-254-3168

Signature of Refined Outdoors Representative:

John E. Ellis

Date Signed

4-11-17

Date Bid Awarded

4-11-17