

# TOWN OF WINDERMERE

## TREE BOARD MEETING AGENDA

March 21, 2019

*Mission Statement: Augment community awareness of our Urban Forest, provide education regarding the benefits of trees and a commitment to protect, preserve and proliferate our community's Urban Forest. Beautification of our Windermere Parks and Recreation Areas.*

Tree Board Members: Theresa Schretzmann-Myers (Chairman), Frank Krens (Vice Chair and Acting Recording Sec.), Susan Norris-Carter, Jacqueline Rapport, (Treasurer and Secretary positions are vacant)

Town Liaison: Chris Sapp

### **CALL TO ORDER:**

### **OPEN FORUM/PUBLIC COMMENT:**

### **MINUTES APPROVAL:**

February minutes were provided for review.

### **ANNOUNCEMENTS**

### **OLD BUSINESS:**

#### **1. Potted Trees Left Over from Arbor Day Event**

- Inventory of trees remaining.
- Advertising via social media of trees remaining for town residents to adopt and/or purchase.
- Planting of trees that remain unclaimed after two weeks on town property.
- Marina Bay HOA planting of any long-leaf pines and under-story trees left over from Arbor Day, in the Marina Bay Maguire Road right-of-way where trees were lost to storm damage.

#### **2. 1887 Schoolhouse**

- Update on memorial bench and installation ceremony.

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- Update on status of bids/re-bids for replacement and maintenance of lost historic variety citrus trees.

### **3. Tree Removal Permit for Masson Property at 11458 Lake Butler Blvd.**

- Update/lessons learned

### **4. Efforts to Save Large Oak Tree by Southeast Corner of Town Hall**

- Update on Town Council consideration of replacing the non-permeable pavers over its roots with permeable ones and pruning deadwood.

### **5. Tree Ordinance Subcommittee Re-start**

- Update on re-establishment of subcommittee to revise the existing Tree Ordinance and fee schedule.

### **NEW BUSINESS**

1. Consideration of combining the Tree Board and Parks and Recreation Committee.

- **Adjournment**
- **Next Meeting Thursday, April 18, 2019 at 6:00pm**

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**DRAFT**

## **Tree Board Meeting Minutes**

**February 21, 2019**

*Mission Statement: Augment community awareness of our Urban Forest, provide education regarding the benefits of trees and a commitment to protect, preserve and proliferate our community's Urban Forest. Beautification of our Windermere Parks and Recreation Areas.*

Tree Board Members: Susan Norris-Carter, Frank Krens (Acting Recording Sec.), Jacqueline Rapport, Theresa Schretzmann-Myers (Chairman), the Treasurer position is vacant

Town Liaison: Chris Sapp

### **CALL TO ORDER:**

Chairman Theresa Schretzmann-Myers called the regular meeting of the WTB to order at 6:06pm at Windermere Town Hall with four Tree Board members present:

- Theresa Schretzmann-Myers, Chairman
- Frank Krens, Secretary (acting)
- Jackie Rapport
- Susan Carter

Town Council member, and Tree Board liaison, Chris Sapp was also present.

Town Council member, Richard Montgomery was present.

Town Council candidate, Liz Andert was present.

Windermere resident Brandi Hanes was present.

**OPEN FORUM/PUBLIC COMMENT: None**

### **MINUTES APPROVAL:**

The January minutes were reviewed and discussed. Jackie Rapport moved that they be approved as written, Frank Krens seconded, and they were approved 4/0.

### **ANNOUNCEMENTS**

None

### **NEW BUSINESS:**

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## 1. Marina Bay Tree Planting

Richard Montgomery, Town Council member and Marina Bay HOA representative, stated that Marina Bay would welcome this project, to plant leftover long-leaf pines and under-story trees left over from the Arbor Day event, in the Marina Bay Maguire Road right-of-way where trees had been lost to storm damage.

Discussion followed regarding adequacy of space and clearance from powerlines and there was consensus that the project is feasible and an appropriate use of left-over trees.

Chris Sapp referred to the following entry in the January meeting minutes. He noted that this action had not been completed, and should be done before this project is pursued:

**[Excerpt from January 2019 WTB meeting minutes] “Leftover Trees Plan Made:** Joan Foglia moved that we ask Diane Edwards in the Town office to advertise through social media that trees are still available for town residents to adopt and/or purchase, and further that trees that remained unclaimed after two weeks be planted on town property. Frank Krens seconded and the motion carried.” **[end excerpt]**

Theresa Schretzmann-Myers moved that the remaining trees be advertised to Town residents for 2 weeks. Thereafter, the remaining trees are to be planted at Marina Bay HOA areas where trees were lost. Jackie Rapport seconded and it was approved 4/0. **Theresa agreed to email Town administrator Diane Edwards an inventory of the remaining trees for her to advertise on the Town website.**

Richard Montgomery stated that Marina Bay would provide labor to plant the trees and that there is irrigation water available for them. Theresa offered to bring the WTB trailer with tools.

## 2. 1887 Schoolhouse – Report on Windermere Garden Club Volunteer Clean-up and Placement of a Memorial Bench Donated by the Marjorie Masson Family, Tuesday February 19 and Wednesday February 20

Theresa Schretzmann-Myers reported that the Garden Club did extensive clean-up and removal of invasive plants. The memorial bench will be stored at the 1997 Schoolhouse site for installation at the installation ceremony.

## 3. Tree Removal Permit for Masson Property at 11458 Lake Butler Blvd.

Susan Carter stated her concern that extensive tree removal, including historic pines and oaks, had been permitted and she questioned the necessity and whether the owner understood the value of those trees.

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**Chris Sapp offered to request a copy of the permit and to email it to WTB members.**

## **OLD BUSINESS:**

### **1. 1887 Schoolhouse Citrus Grove – Status of Replacement of Citrus Trees**

It was noted that this project has stalled and that there had been difficulties getting bids for the work. Theresa Schretzmann-Myers noted that the Arnold family was the likely best source for replacement of the historic varieties and recommended that they be re-contacted to see if they would bid. It appears likely that the effort will need to be re-bid.

**Chris Sapp offered to research the status and scope of existing bids with Public Works.**

### **2. Large Oak Tree by Southeast Corner of Town Hall (repeated from January minutes)**

Theresa referred to the level 2 risk assessment that was done recently on trees surrounding Town Hall. She noted that, per the risk assessment, the large oak by the southeast corner of Town Hall could be saved by replacing the non-permeable pavers over its roots with permeable ones and pruning deadwood.

**Chris Sapp offered to address the risk assessment and potential for saving the historic oak with the Town Council.**

### **3. Tree Ordinance Subcommittee Re-start**

Chris Sapp noted that action to revise the existing Tree Ordinance and fee schedule has stalled and recommended that the subcommittee be re-established.

**Subcommittee members, Theresa Schretzmann-Myers, Susan Carter, and Brandy Hanes agreed to research the existing draft and to meet at 6pm on the following dates:**

- **March 5**
- **March 19**
- **April 16**
- **May 7.**

### **Adjournment –**

Jackie Rapport moved to adjourn, Frank Krens seconded, and the meeting was adjourned at 7:30pm.

**Next Meeting Thursday, March 21, 2019 at 6:00pm**