

Windermere Tree Board

TREE BOARD MEETING MINUTES

November 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 (Chairman), Frank Krens (Secretary), Jacqueline Rapport, Leslie Brabec, and Debra Neill

Town Manager: Robert Smith

Town Council Liaison: Chris Sapp

1. CALL TO ORDER: WTB Chair, Susan Carter, called the regular WTB meeting to order at 5:04pm at Windermere Town Hall. It was attended by all five Tree Board members:

- Susan Carter, Chair
- Frank Krens, Secretary
- Jackie Rapport
- Leslie Brabec
- Debra Neill

Other Attendees: Chris Sapp, Town Council Liaison; Scott Brown, Public Works Director; town resident, Brandi Haines

2. PUBLIC COMMENT – None

3. NEW BUSINESS

a. Approval of Minutes – Jackie Rapport made a motion to approve the October regular meeting minutes with correction of the Arbor Day Subcommittee meeting date to October 30. Leslie Brabec seconded and the minutes were approved 5/0.

b. WAY/Grace Foglia – Grace gave an overview of her initiative, Windermere's Active Youth Committee (WAY), and an idea to plant trees around town as memorials to deceased family and friends. WAY members would administer the program, work with interested residents, plant the trees, and provide memorial plaques by the trees. Program start is targeted for January 2020. Grace stated that the Wine and Dine group agreed to fund the program at \$5000. Grace was encouraged to prepare a concept paper to describe how the program will work, how to recruit users, costs, and who pays for the trees and plaques. Scott Brown offered to help. WTB members also recommended that WAY members attend the January "Tree Fundamentals" class.

c. Florida Statute 163.045 on tree abuse – Chris Sapp handed out copies of summary information provided by the Town attorney on this subject. A copy is attached to these Minutes. Chris provided an overview of the approach the Town may take to accommodate the statute in our Tree Ordinance and to educate residents of the impact and considerations.

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- (1) **Step 1** – Include the exception (reproduced below, as written) within our Tree Ordinance. Debra Neill made a motion to accept and support inclusion of this exception in the Tree Ordinance. Jackie Rapport seconded, and it was approved 5/0.

Proposed Exception to Tree Ordinance:

(9) A tree on residential property if the property owner obtains documentation from arborist certified by the International Society of Arboriculture or a Florida licensed landscape architect that the tree presents a danger to persons or property. The town will not require (i) a notice, application, approval, permit, fee or mitigation for the pruning, trimming, or removal of such tree, or (ii) a property owner to replant such tree that was pruned, trimmed, or removed.

- (2) **Step 2** – List the requirements for documentation under our Tree Ordinance and the penalties and fines applicable for non-compliance. Debra Neill made a motion to accept and support this, with the assumption that the list provided by the Town attorney will be edited and firmed up. Jackie Rapport seconded, and it was approved 5/0.

- (3) WTB members agreed that an article in the Gazette would be a good way to start educating Town residents.

- d. **Change of Date of Trees 101 Class** – The class is moved to Sunday, January 12, 1pm.
- e. **Farmers Market Revenue** – Chris Sapp said that the WTB could administer the revenue from Farmers Market during the anticipated 6-month gap in the operation of the Downtown Business Committee. Frank Krens made a motion that the WTB accept the responsibility of coordinating the Farmers Market and administering the revenue. Leslie Brabec seconded and the motion passed 5/0.
- f. **WTB Collaboration with Town Admin Before Removal of Historic Trees (added to agenda)** – Susan Carter expressed concern that some of the historic trees that have been removed recently could have been saved with structural pruning. Susan stated that WTB members should be consulted before trees are removed on Town property, especially on Town Square.

4. OLD BUSINESS

- a. **Treebute (Discussion deferred to next Arbor Day Subcommittee meeting)**
- i. **Tree Purchase**
 - ii. **Materials for activities at Tree Board: approve expenditures**
 - iii. **Vendor Updates**

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iv. Logo

b. Next Treebute Subcommittee Meeting – December 3, 2019 3pm (time and date tentative)

5. ADJOURN – The meeting was adjourned at 6:47pm

- **Next Regular Meeting Thursday December 19, 2019 at 5:00pm** (note: this meeting was later cancelled and did not take place)