



WINDERMERE TREE BOARD

Chair:

Secretary: Frank Krens

Treasurer: Pamela Schrimsher

Leslie Brabec

Council Liaison: Tom Stroup

Agenda

Agenda

August 17, 2023

10:00 AM

**COMMUNITY CONFERENCE ROOM
614 MAIN STREET, BUILDING 100
WINDERMERE, FL 34786**

PLEASE TURN OFF ALL CELL PHONES AND PAGERS

PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.26: Person with disabilities needing assistance to participate in any such proceedings should contact the Office of the Clerk at least 48 hours beforehand at (407) 876-2563.

Pursuant to Resolution No. 2005-12 adopted on December 13, 2005, the following Civility Code shall govern all proceedings before the Town of Windermere Windermere Tree Board:

1. All electronic devices, including cell phones and pagers, shall be either turned off or otherwise silenced.
2. Prolonged conversation shall be conducted outside Council meeting hall.
3. Whistling, heckling, gesturing, loud conversations, or other disruptive behavior is prohibited.
4. Only those individuals who have signed the speaker list and/or/who have been recognized by the Mayor (or Chair) may address comments to the Council.
5. Comments at public hearings shall be limited to the subject being considered by the Council
6. Comments at Open Forums shall be directed to Town issues.
7. All public comments shall avoid personal attacks and abusive language
8. No person attending a Windermere Tree Board meeting is to harass, annoy, or otherwise disturb any other person in the room.

Any member of the public whose behavior is disruptive and violates the Town of Windermere Civility Code is subject to removal from the Windermere Tree Board meeting by an officer and such other actions as may be appropriate. PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.0105: Any person who desires to appeal any decision at this meeting will need a record of this proceeding. For this, such person may need to ensure that a verbatim record of such proceeding is made which includes the

AGENDA

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, and beautification of our Windermere Parks and Recreation Areas.

1. THE MEETING IS CALLED TO ORDER

2. OPEN FORUM / PUBLIC COMMENT (3-Minute Limit)

3. OLD BUSINESS

a. Other Items for Consideration

- i. 500 Block Status (Attachment)

4. NEW BUSINESS

a. Minutes

- i. May 18, 2023 Windermere Tree Board Meeting Minutes (Attachment - Board Option)

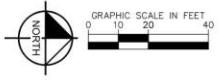
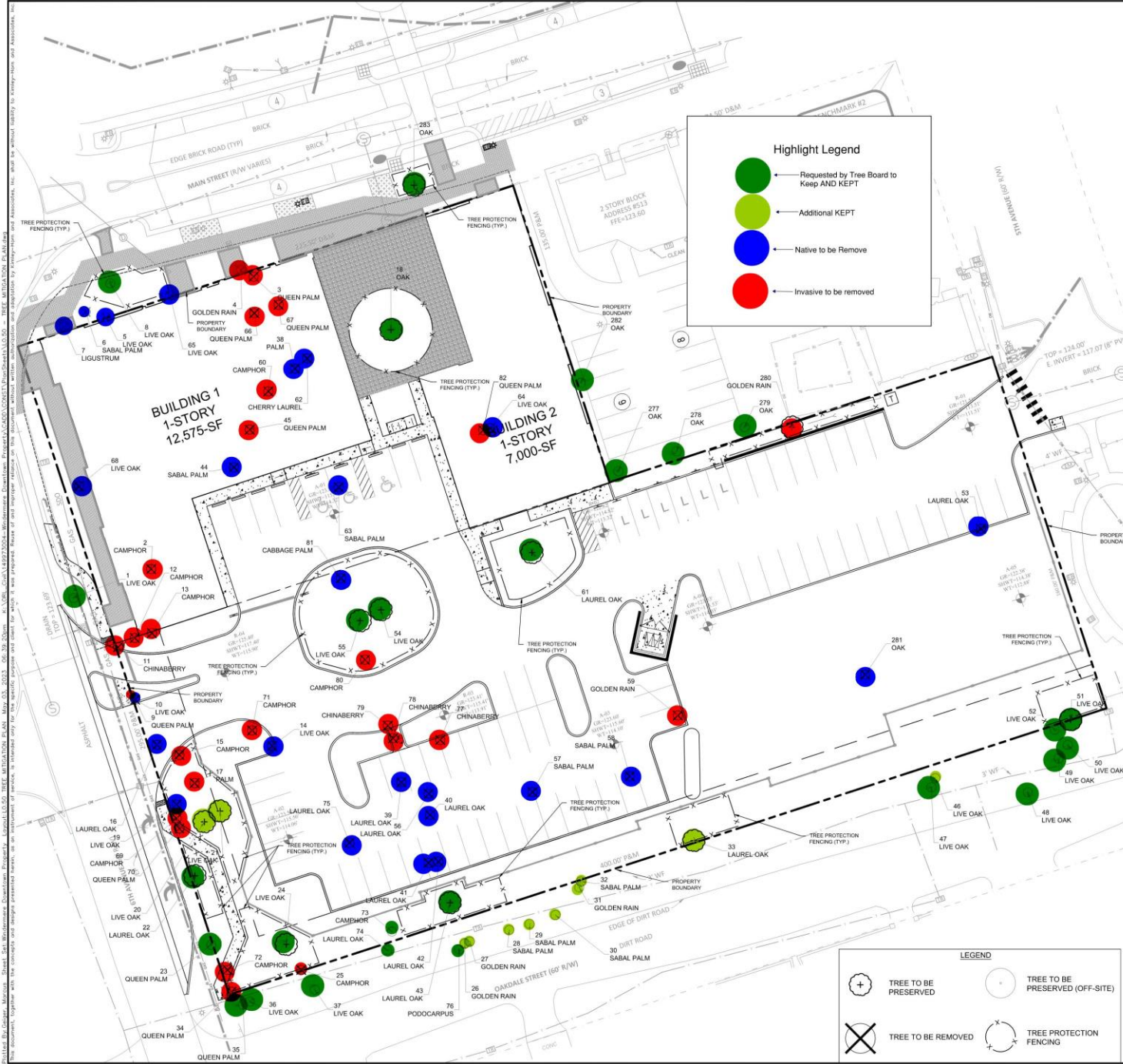
b. Membership

- i. New Member Application - Joan Foglia (Attachment - Board Option)
- ii. New Member Application - Vicki Hearst (Attachment - Board Option)
- iii. New Member Application - Bonnie DiCocco (Attachment - Board Option)
- iv. Tree Board Chair
- v. New Member Orientation
- vi. Outreach Ideas for Additional Members

c. Other Items for Consideration

- i. Develop WTB Charter
 - 1. Meeting Date/Time Change?
- ii. Plantings

1. Status of Approved Plantings
 - 1a. *Central Park*
 - 1b. *Main Street Tennis Courts*
2. Scope and Coordination of Additional Planting
3. Follow Up on Status of TOW Approved Planting List



CALL 2 WORKING DAYS BEFORE YOU DIG
IT'S THE LAW DIAL 811
Know what's below. Call before you dig.
FLORIDA
SUNSHINE STATE ONE CALL OF FLORIDA, INC.

Highlight Legend

- Requested by Tree Board to Keep AND KEPT
- Additional KEPT
- Native to be Remove
- Invasive to be removed

Tree Number	Species	DBH	Status	Reason	Location
1	LIVE OAK	15	PRESERVE		OFF-SITE
2	CAMPHOR	30	REMOVE	PROP. BUILDING	ONSITE
3	QUEEN PALM	9	REMOVE	PROP. BUILDING	ONSITE
4	GOLDEN RAIN	23	REMOVE		OFF-SITE
5	LIVE OAK	29	REMOVE	PROP. BUILDING	OFF-SITE
6	SABAL PALM	19	REMOVE		OFF-SITE
7	LIGUSTRUM	11	REMOVE	PROP. BUILDING	OFF-SITE
8	LIVE OAK	25	PRESERVE		OFF-SITE
9	QUEEN PALM	8	REMOVE	INGRESS/EGRESS	ONSITE
10	QUEEN PALM	9	REMOVE	INGRESS/EGRESS	OFF-SITE
11	CHINABERRY	20	REMOVE	INVASIVE	ONSITE
12	CAMPHOR	16	REMOVE	INVASIVE	ONSITE
13	CAMPHOR	10	REMOVE	INVASIVE	ONSITE
14	LIVE OAK	37	REMOVE	PROPOSED PARKING	ONSITE
15	CAMPHOR	36	REMOVE	INVASIVE	ONSITE
16	LAUREL OAK	31	REMOVE	INGRESS/EGRESS	ONSITE
17	PALM	10	REMOVE	PROPOSED WALK	ONSITE
18	OAK	38	PRESERVE		ONSITE
19	LIVE OAK	28	REMOVE	PROP. SIDEWALK	ONSITE
20	LIVE OAK	29	PRESERVE	PROPOSED WALL	ONSITE
21	LIVE OAK	21	PRESERVE	PROPOSED WALL	ONSITE
22	LAUREL OAK	23	PRESERVE		ONSITE
23	QUEEN PALM	8	PRESERVE		OFF-SITE
24	LIVE OAK	34	PRESERVE		ONSITE
25	CAMPHOR	28	REMOVE	INVASIVE	ONSITE
26	GOLDEN RAIN	10	PRESERVE	INVASIVE	OFF-SITE
27	GOLDEN RAIN	12	PRESERVE	INVASIVE	OFF-SITE
28	SABAL PALM	15	PRESERVE		OFF-SITE
29	SABAL PALM	17	PRESERVE		OFF-SITE
30	SABAL PALM	18	PRESERVE		OFF-SITE
31	GOLDEN RAIN	11	PRESERVE	INVASIVE	OFF-SITE
32	SABAL PALM	17	PRESERVE		OFF-SITE
33	OAK	36	PRESERVE		ONSITE
34	QUEEN PALM	10	REMOVE	PROP. SIDEWALK	ONSITE
35	QUEEN PALM	9	PRESERVE		OFF-SITE
36	LIVE OAK	25	PRESERVE		OFF-SITE
37	LIVE OAK	29	PRESERVE		OFF-SITE
38	PALM	10	REMOVE	PROP. BUILDING, DEAD.	ONSITE
39	LAUREL OAK	39	REMOVE	PROPOSED PARKING	ONSITE
40	LAUREL OAK	26	REMOVE	PROPOSED PARKING	ONSITE
41	LAUREL OAK	12	REMOVE	PROPOSED PARKING	ONSITE
42	LAUREL OAK	12	REMOVE	PROPOSED PARKING	ONSITE
43	LAUREL OAK	14	PRESERVE	PROPOSED WALL	ONSITE
44	SABAL PALM	21	REMOVE	PROP. BUILDING	ONSITE
45	QUEEN PALM	10	REMOVE	PROP. BUILDING	ONSITE
46	OAK	27	PRESERVE		OFF-SITE
47	OAK	17	PRESERVE		OFF-SITE
48	OAK	42	PRESERVE		OFF-SITE
49	OAK	42	PRESERVE		OFF-SITE
50	OAK	43	PRESERVE		OFF-SITE
51	OAK	48	PRESERVE		ONSITE
52	OAK	42	PRESERVE		OFF-SITE
53	OAK	38	REMOVE	PROPOSED PARKING	ONSITE
54	OAK	48	PRESERVE		ONSITE
55	LAUREL OAK	24	REMOVE	PROPOSED PARKING	ONSITE
56	SABAL PALM	11	REMOVE	PROPOSED PARKING	ONSITE
57	SABAL PALM	15	REMOVE	PROPOSED TANK	ONSITE
58	GOLDEN RAIN	10	REMOVE	INVASIVE	ONSITE
59	CAMPHOR	12	REMOVE	INVASIVE	ONSITE
60	LAUREL OAK	22	PRESERVE		ONSITE
61	CHERRY LAUREL	14	REMOVE	PROP. BUILDING	ONSITE
62	SABAL PALM	18	REMOVE	PROPOSED PARKING	ONSITE
63	OAK	48	REMOVE	PROP. BUILDING	OFF-SITE
64	OAK	48	REMOVE	PROP. BUILDING	OFF-SITE
65	QUEEN PALM	9	REMOVE	PROP. BUILDING	ONSITE
66	QUEEN PALM	4	REMOVE	PROP. BUILDING	ONSITE
67	CAMPHOR	10	REMOVE	INVASIVE	ONSITE
68	QUEEN PALM	7	REMOVE	PROP. SIDEWALK	ONSITE
69	CAMPHOR	32	REMOVE	PROP. CURB	ONSITE
70	CAMPHOR	12	REMOVE	PROP. SIDEWALK	ONSITE
71	CAMPHOR	14	PRESERVE	INVASIVE	OFF-SITE
72	LAUREL OAK	17	PRESERVE		OFF-SITE
73	LAUREL OAK	18	PRESERVE	PROPOSED PARKING	ONSITE
74	PODOCARPUS	13	PRESERVE		OFF-SITE
75	CHINABERRY	6	REMOVE	PROPOSED PARKING	ONSITE
76	CHINABERRY	23	REMOVE	PROPOSED PARKING	ONSITE
77	CHINABERRY	6	REMOVE	PROP. SIDEWALK	ONSITE
78	CAMPHOR	6	REMOVE	PROP. CURB	ONSITE
79	SABAL PALM	13	REMOVE	PROP. BUILDING	ONSITE
80	QUEEN PALM	9	REMOVE	PROP. BUILDING	ONSITE
81	OAK	35	PRESERVE		OFF-SITE
82	OAK	29	PRESERVE		OFF-SITE
83	OAK	36	PRESERVE		OFF-SITE
84	GOLDEN RAIN	38	REMOVE	PROP. WALL/PARKING	ONSITE
85	OAK	29	REMOVE	PROP. SEPTIC	ONSITE
86	OAK	36	PRESERVE		OFF-SITE
87	OAK	18	PRESERVE		OFF-SITE

LEGEND

- TREE TO BE PRESERVED
- TREE TO BE REMOVED
- TREE TO BE PRESERVED (OFF-SITE)
- TREE PROTECTION FENCING

Kimley»Horn
© 2022 KIMLEY-HORN AND ASSOCIATES, INC.
1895 S. ORANGE AVENUE, SUITE 1000, ORLANDO, FL 32801
WWW.KIMLEY-HORN.COM REGISTRY NO. 35106

DATE: 02/09/2023
SCALE: AS SHOWN
DRAWN BY: AJP
CHECKED BY: AJP

TREE MITIGATION PLAN

WINDERMERE DOWNTOWN PROPERTY

SHEET NUMBER: L0.50

Tree Mitigation Plan

MINUTES - DRAFT

Windermere Tree Board **May 18, 2023**

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. Beautify our Windermere Parks and Recreation Areas.

Tree Board Members: Susan Carter (Chairman), Frank Krens (Recording Secretary), Pamela Schrimsher; **Town Liaison:** Tom Stroup

1. THE MEETING IS CALLED TO ORDER

Tree Board Chairman Susan Carter called the meeting to order at 10:12am in the Community Conference Room at 614 Main Street, Building 100, Windermere, FL 34786. The requirement for a quorum was met.

Participants:

- **Tree Board** – Susan Carter, Pamela Schrimsher, and Frank Krens
- **TOW Public Works** – Tonya Elliott-Moore, Public Works Director
- **TOW Resident** – Bill Martini
- **500 Block developer V3 Representatives** – Trey Vick and Keith Silverton

2. OPEN FORUM / PUBLIC COMMENT – None

3. OLD BUSINESS

a. Other Items for Consideration

i. Approved Trees to be Planted – Susan Carter recalled that the Tree Board approved a motion during the March Tree Board meeting to plant two live oak or nuttall oak trees by Central Park where a large live oak was lost plus two trees on Fourth Street by the tennis courts. PW Director Tonya Elliot-Moore said that Public Works now has the authority and action to obtain and plant those trees.

3. NEW BUSINESS

- a. **Minutes** – Pam Schrimsher moved to approve the March 2023 minutes as written, Frank Krens seconded, and they were approved 3/0.

b. Membership

- i. **Leslie Brabec Resignation** – TOW has received Leslie's resignation.
- ii. **Susan Carter Resignation** – Susan's planned move is in June and she will submit her resignation from the Tree Board.

c. Other Items for Consideration

MINUTES - DRAFT

i. Windermere Tree Board Final Recommendation on Downtown Windermere Properties 500 Block Redevelopment Project

Replanting Program - Susan Carter complimented the developer's representatives on their continued cooperation with the Tree Board throughout the review and approval process. She highlighted the developer's offer to provide 1500 inches of new trees of types that are best for the Town rather than paying mitigation fees. Town Planner Brad Cornelius stated that the code specifies "type for type". Developer representative restated that they would provide what is best for the Town. Frank Krens asked who would decide where to plant to trees and who would provide the expertise and labor. PW Director Tonya Elliot-Moore said that decisions would be worked out among Tree Board, Public Works, and Town Council and Public Works will plant them.

Contingency Plans – Susan Carter asked whether the developer had contingency plans for the case where a saved tree, in particular the very large "Patio Tree", failed to survive. Developer representative Trey Vick said that the developer does not have contingency plans for that. Town Planner Brad Cornelius said that the normal path is for the developer to replace any removed trees with like variety, recognizing that an new trees would be much smaller.

Podocarpus Cluster on Oakdale Street – Susan Carter noted that the developer's plan shows saving only one of the large podocarpus trees in the right-of-way along Oakdale Street. Trey Vick recognized that the drawing does not show the detail of the cluster, but that the developer will not touch trees in the right-of-way. Frank Krens asked for clarification on that point since plans show trees removed along the Sixth Avenue right-of-way. Trey clarified that there are exceptions, in particular near the entrance to the property from Sixth Avenue.

Multiple Issues: Mulching, Potential Overwatering of Tree Roots, Removal and Re-planting of Crepe Myrtles Along Main Street – Susan Carter pointed out areas where sprinkler systems for St. Augustine grass may result in overwatering of trees. Pam Schrimsher asked whether there was a follow-up plan to ensure that things like watering and mulching are done properly. Town Planner Brad Cornelius stated that code enforcement will have some oversight, but that "nobody polices private property". Susan Carter asked why mature multi-trunk crepe myrtles along Main Street are planned for removal and to be replaced small single trunk crepe myrtles. She also noted that the Town clock is in that area and may be impacted. Bill Martini noted that those trees were never approved for removal. Developer representatives stated that the exact location of the existing trees could interfere with the hard-scape design and changes to the crosswalk. He said that they will save them if they can and will provide clarification/update at the June 20 DRB.

PW Director Tonya Elliot-Moore provided the following as a summary path forward to many of these issues:

1. Remove all old mulch from around the trees before re-mulching.
2. Developer will replace trees for the Town to plant at their discretion. The number of trees will equate to 151 DBH worth of trees. Trees provided by the developer will be kind for kind.
3. If trees that were saved as part of the collaboration on the developers' property die within one year, the developer's agreement will require them to replace the trees in kind, as per Town code.
4. Currently the area where trees 48-50 are located call for St. Augustine sod, tree board requests that the St. Augustine around the base of the trees be limited and mulch be used at the bases.
5. Around tree 18, the large 28-inch DBH, define the root protection zone on the plans, so the distance from the tree and clearly be seen.

MINUTES - DRAFT

6. Identify what is being proposed on Main Street by the crepe myrtles.

Elms – Susan Carter asked that native American Elms be planted instead of the Chinese elms shown in the drawings.

Hollies – Susan Carter asked that Eagleston hollies be planted instead of East Palatka hollies.

Wall Height – Trey Vicks stated that the wall is now planned at six feet height along Oakdale, stepping down to three feet as it approaches the Sixth Avenue entrance to the property. Trey also said the developer would plant donated trees along Oakdale if wanted.

Motion to Approve – Pam Schrimsher made a motion that Tree Board recommend approval of the current plans as discussed with exception of anything in the right-of-way and Main Street. Frank Krens seconded and the motion passed 3/0.

ii. Future direction of the Windermere Tree Board

Membership Drive - Tonya Elliot-Moore stated that Diane Edwards will advertise Tree Board membership openings through the Town website. Pam Schrimsher and Frank Krens said they would also look for new members, possibly through a booth at Town events as well as through other means.

Board Charter – Pam Schrimsher noted that there does not appear to be a documented charter for the Tree Board nor an orientation for new members. Bill Martini stated that Tree Board should not be responsible for policing unapproved tree removal by residents. Tonya Elliot-Moore said she would discuss Tree Board responsibilities with Town Manager Robert Smith.

June 20 DRB – Tree Board members are encouraged to attend.

5. ADJOURN – With no further business, the meeting was adjourned at 10:41am.

6. NEXT MEETING – To be announced.

MAYOR
JIM O'BRIEN

THE TOWN OF
Windermere



TOWN MANAGER
ROBERT SMITH

CLERK
DOROTHY BURKHALTER

614 MAIN STREET, WINDERMERE, FL 34786
OFFICE: (407) 876-2563 FAX: (407) 876-0103

COMMITTEE MEMBER APPLICATION FORM

1. Name: Joan E. Foglia Phone: 407-694-4449
 2. Home Address: 215 Butler St. Windermere, FL 34786
 3. Business: _____ Business Phone: _____
 4. Business Address: _____
 5. Email: joanFoglia@me.com @ _____
 6. Brief Summary of Education and Experience:
BA Mass Communications

7. Are you a U.S. Citizen? Yes No
 8. Are you a registered voter? Yes No
 9. Resident of the Town for 6 Months or longer? Yes No
 10. Do you hold public office? Yes No
 11. Are you employed by the Town? Yes No
 12. Do you now serve on a Town Board or Committee? Yes No
 13. Indicate which Board(s) or Committee(s) you are interested in:

Code Enforcement Board Development Review Board
 Downtown Business Committee Elders Committee
 Historical Preservation Committee Long Range Planning Committee
 Parks and Recreation Committee Windermere Tree Board

14. Why do you think you are qualified to serve on this board?

I have served on this board in the past
and am interested in serving again to
preserve our tree canopy and plant more
trees!

***FINANCIAL DISCLOSURE FORMS MAY BE REQUIRED FOLLOWING APPOINTMENT**

Signature: Date: 7-14-23

Note: If you have any questions, please call the Town Clerk at (407) 876-2563 ext. 5323

THE TOWN OF
Windermere

MAYOR
JIM O'BRIEN



TOWN MANAGER
ROBERT SMITH

CLERK
DOROTHY BURKHALTER

614 MAIN STREET, WINDERMERE, FL 34786
407-876-2563

COMMITTEE MEMBER APPLICATION FORM

1. Name: Vicki HEARST Phone: 407 739-6150

2. Home Address: 10820 BAYSHORE DR. Windermere, FL 34786

3. Business: _____ Business Phone: _____

4. Business Address: _____

5. Email: vhearst@cel.com

6. Brief Summary of Education and Experience:

I STUDIED ORNAMENTAL HORTICULTURE IN COLLEGE.
I BEGAN WORKING IN THE HORTICULTURE INDUSTRY
IN 1978. IN THE PAST I ~~WAS~~ OWNED MY OWN LANDSCAPE
BUSINESS.

7. Are you a U.S. Citizen? Yes No

8. Are you a registered voter? Yes No

9. Resident of the Town for 6 Months or longer? Yes No

10. Do you hold public office? Yes No

11. Are you employed by the Town? Yes No

12. Do you now serve on a Town Board or Committee? Yes No

13. Indicate which Board(s) or Committee(s) you are interested in:

Development Review Board Elder Affairs Committee
Historic Preservation Board Long Range Planning Committee
Parks and Recreation Committee Windermere Tree Board

14. Why do you think you are qualified to serve on this board? :

I HAVE A LIFETIME OF EXPERIENCE IN THE HORTICULTURE
INDUSTRY. MY TREE AND PLANT KNOWLEDGE IS VAST.
I AM VERY EXPERIENCED AT BOTH READING AND
DRAWING LANDSCAPE PLANS. I HAVE CONSULTED TO TREE
BOARD AND THE TOWN OF WINDERMERE (WITHOUT CHARGE)
*FINANCIAL DISCLOSURE FORMS MAY BE REQUIRED FOLLOWING APPOINTMENT FOR A NUMBER
OF YEARS.

Signature: [Signature] Date: Aug. 7, 2023

Note: If you have any questions, please call the Town Clerk at (407) 876-2563 ext. 5323

THE TOWN OF
Windermere

MAYOR
JIM O'BRIEN



TOWN MANAGER
ROBERT SMITH

CLERK
DOROTHY BURKHALTER

614 MAIN STREET, WINDERMERE, FL 34786
407-876-2563

COMMITTEE MEMBER APPLICATION FORM

1. Name: Bonnie DiCocco Phone: 770-722-3584
 2. Home Address: 3326 Just A Mere Ct Windermere, FL 34786
 3. Business: _____ Business Phone: _____
 4. Business Address: _____
 5. Email: bonnie @ aqua4pooldesign.com
 6. Brief Summary of Education and Experience:
Aqua 4 Pool Design - Owner - Outdoor Living Designer
Driftwood Market, Winter Garden & College Park - Owner Operator
Georgia College and State University, 2005 - BS - Biology

7. Are you a U.S. Citizen? Yes x No ___
 8. Are you a registered voter? Yes x No ___
 9. Resident of the Town for 6 Months or longer? Yes x No ___
 10. Do you hold public office? Yes ___ No x
 11. Are you employed by the Town? Yes ___ No x
 12. Do you now serve on a Town Board or Committee? Yes ___ No x
 13. Indicate which Board(s) or Committee(s) you are interested in:

Development Review Board ___ Elder Affairs Committee ___
 Historic Preservation Board ___ Long Range Planning Committee ___
 Parks and Recreation Committee ___ Windermere Tree Board x

14. Why do you think you are qualified to serve on this board?

I am passionate about safeguarding our beautiful canopy in the Town of Windermere and have a desire to serve this great community in which we live. My experience encompasses native plant design, outdoor landscape consulting as well as urban interior plantscapes. As a local boutique owner, I maintained a stock dealer license with the FL Dept. of Agriculture in order to facilitate the sale of many plant varieties within the store. I also have experience teaching plant-scaping classes, on the Board of the Winter Garden Merchants Association and as a member of the College Park Mainstreet Association.

***FINANCIAL DISCLOSURE FORMS MAY BE REQUIRED FOLLOWING APPOINTMENT**

Signature: Bonnie DiCocco Date: 8/10/2023

Note: If you have any questions, please call the Town Clerk at (407) 876-2563 ext. 5323