



WINDERMERE TREE BOARD

Chair: Frank Krens

Vice Chair: Vicki Hearst

Secretary: Bonnie Di Cocco

**Treasurer: Pamela Schrimsher
Joan Foglia**

Agenda

Agenda

Council Liaison: Tom Stroup

December 21, 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

1. THE MEETING IS CALLED TO ORDER BY THE CHAIR

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

3. NEW BUSINESS

a. November 16th, Minutes Approval

b. Tree Board Function and Operations

i. Permanently Moving the Monthly Meeting Time

ii. Bylaws Update to Address Virtual Participation

iii. WTB Membership

1. Approvals of Previous Applicants by Town Council

2. Review of New Applicants

3. Other Potential New Members

iv. Future Workshop - Plans to Address the Board's Mission, Vision, Operation, Strategy

v. Historic Grove Status and Vote on Future Work

vi. Potential Future Events

c. Tree Giveaway

i. Date, Time, Overall Event Schedule

ii. Budget and Expenditure Status

iii. Tree Varieties Selection (Attachments)

iv. Tree Supplier (Attachments)

v. Notice/Advertising Plans and Status

vi. Volunteer and Support Coordination Plans and Status

1. Unloading, Moving, Watering, Marking Trees Before the Event
2. Traffic Control, Tree Selection Help, Loading Trees into Cars
3. Tree Board Trailer Condition and Help Needed (tires flat, rear door locks frozen, access blocked)
4. Post-Event Actions:
 - a. Clean up, Disposition of Any Leftover Trees
 - b. Other Needs and Actions

4. ADJOURN



MINUTES

**Windermere Tree Board
November 16, 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: Frank Krens-Chairman, Pamela Schrimsher-Treasurer, Vicki Hearst-Vice Chair, Bonnie DiCocco-Secretary, Joan Foglia, Olga Aleksandrova, Elena LaRochelle

1. THE MEETING IS CALLED TO ORDER

Tree Board Chairman Frank Krens called the meeting to order at 10:01am in the Windermere Town Hall at 520 Main Street, Windermere, FL 34786. The requirement for a quorum was met.

Participants:

- **Tree Board** – Frank Krens, Pamela Schrimsher, Vicki Hearst, Bonnie DiCocco, Olga Aleksandrova, (Joan Foglia joined via Facetime at 10:22am)
- **TOW Public Works** – Tonya Elliott-Moore, Public Works Director, Travis Mathias
- **TOW City Council Member** – Tom Stroup
- **Town Residents**

2. OPEN FORUM / PUBLIC COMMENT – No public comments.

3. NEW BUSINESS –

- a. Minutes – Pamela Schrimsher made a motion to approve the minutes with the exception that Brandi Haines is removed from the 'members' list and moved to the

residents in attendance. Bonnie DiCocco seconded the motion. Motion carried.

- b. Pamela Schrimsher gave an overview of the status of the funds the Tree Board has in their designated account. The account currently holds \$30,000. Tonya Elliott-Moore clarified the budgetary money allotted to the Tree Board from the Public Works budget designated October 1. She suggested having a yearly plan with programs to further the Tree Board's mission and host the December meeting to determine a calendar year budget.

c. **MEMBERSHIP -**

i. **New Members**

- 1. Olga Aleksandrova and Elena LaRochelle were approved by Town Council at the last meeting as new members to the Windermere Tree Board.
- 2. Zoe Villian is again recommended for approval at the next Town Council meeting for membership on the Tree Board.

d. **TREE GIVEAWAY -**

- i. The 3rd Saturday in January, January 20, has been designated for the 2024 tree giveaway. This coincides with FL Arbor Day.
- ii. Member Vicki Hearst suggested many trees for the giveaway. She handed out a hand-written, researched list of her suggestions based upon her professional experience. Members made their suggestions from the list, ultimately deferring to Vicki and the availability of the specimens for ordering. Pamela Schrimsher made a motion to approve 125 trees be ordered based upon Vicki's list. Olga Aleksandrova seconded the motion. Motion carried.
- iii. Vicki proposed that the budget be \$6,000 for the trees at the tree giveaway. Tonya **Elliott-Moore** notified the Tree Board that she has \$5000 in her approved budget for the tree giveaway. Vicki Hearst made a motion to approve \$6,000 for trees to McKeithen Growers. Olga Aleksandrova seconded the motion. Motion carried.
- iv. Delegation of tasks
 - 1. Purchasing of Trees– Vicki Hearst
 - 2. Notice/Advertising -Lilian and Robert will be responsible for

Social Media and website postings, so contact them. Pamela Schrimsher made a motion that we budget \$1,500 for general advertising purposes. Vicki Hearst seconded the motion. Motion carried.

3. Volunteer Coordination – Frank Krens offered to organize 10 volunteers.
 - a. Seek help from the Navy cadets or Olympia high school.
 - b. Garden Club coordination

e. MISSING PINES AT CENTRAL PARK -

- i. Pamela Schrimsher made a motion that 2 pines of the appropriate size are purchased from McKeithen Growers to replace the pines at Central Park. Vicki Hearst seconded the motion. Motion carried.
 1. Tonya Elliott-Moore suggested that she also order 2 Mahogany trees from her operating budget to fill in ‘holes’. These 4 trees will be ordered along with the tree giveaway trees in order to be most cost efficient in delivery charges.

f. OTHER ITEMS FOR CONSIDERATION -

i. Mission/Bylaws/Charter

1. The Board discussed the decision to create a Charter or keep the current bylaws in place. The current bylaws appear to be more than sufficient at this time.

ii. Bylaws

1. The bylaws require updating regarding the ability of the Board to meet virtually

iii. .Direction of the Board

1. The Board feels it appropriate to bring in Marilyn Crotty to assist in the direction of the Board per Tonya Elliott-Moore. Tonya is reaching out to her to set up a ‘workshop’ date for further discussing the mission, vision, and operation of the Board.

iv. Historic Orange Grove

1. Per Tonya Elliott-Moore, Orlando Arborist has performed 3 treatments on the grove and has 1 treatment left. She feels the process is successful. We intend to bring her in to our next meeting to give an update. We would like to place on the agenda for the next meeting, a vote to continue treatment or proceed in a different direction.
2. Tom and Vicki recommend replacing the trees with citrus that are not prone to citrus greening.

v. Future Events

1. We will further discuss future events at our next meeting.

4. NEXT MEETING – December 21, 2023 10:00am

- a. Permanently moving the monthly meeting time.
- b. Future events
- c. Historic grove vote
- d. Update bylaws re: virtual meetings

5. ADJOURN – With no further business, the meeting was adjourned at 11:36am.

Town of Windermere, Arbor Day tree give-a-way (Tenta? ve List of trees)

QTY	TREE TYPE	gallon	
5	Red Maple	15	
6	Longleaf pine	15	
5	Live Oak	15	
10	Sand Live Oak	15	
6	Bald Cypress	15	
6	Pond Cypress	7	
10	Yaupon Holly	15	(Upright, weeping not available)
5	M. Bracken BB	15	
5	M. DD Blanch	15	
12	Simpson stopper	7	
6	Seagrape – mul? tr.	7	
4	Seagrape -standard	15	
10	Fig-Turkey	3	
4	Silver Palme? o	7	
6	Mahogany	15	(If they are ready)
20	Tabebuia-purple	15	

120 trees

SIZE

McKEITHEN
LEAVES

☼ = FLOWERS
▲ = EDIBLE

(N) NATIVE
(C) CULTIVAR
(O) NON-NATIVE

NAME COMMON NAME	GALLONS	PRICE \$	EA	
75' (60x90) RED MAPLE ☼	15			N
95-185 X 30-40 (at 100 yds) LONGLEAF PINE	15			N
46-60 x 60x100 LIVE OAK	15			N
25-50 x 50-80 SAND LIVE OAK	15			N
15-20 x 15-20 (sometimes 35' HT) MYRTLE OAK (LY SHRUB - SM TREE)	15			N
100' x 40-50' CYPRESS - BALD	7 or 15			N
50-60 x 10-15 POND				N
45-70' X 30-40 WINGED ELM	15			N
20-40 x 25-35' PURPLE TABERNAEMONTANA ☼	15			O
25-45' RED CEDAR	15			N
10-50' YUPON HOLLY ▲ ☼	15			N
30-50' X 15-20 MAGNOLIA BRACKENS BROWN B.	15			N
50-70' x 20-35' D.D. BLANCHARD ☼	10			N
20' x 20' SIMPSON STOPPER (BUSH) ☼ ▲	15			N
15-20' x 15-20' SPANISH STOPPER (STANDARD)	15			N
20 x 15 FLAT WOOD PLUM ☼	15			N
4-6' SILVER SAW PALMETTO ☼	7 gal.			N
5-10' SAPAL MINOR - DUF BLUE STEMED PALMETTO	15			N
20-40 X 20-25 LOQUAT ▲	15			O
20-30 x 15 x 20 FIG ▲	3 gal.			O