



WINDERMERE TREE BOARD

Chair: Frank Krens

Vice Chair: Vicki Hearst

Secretary: Bonnie Di Cocco

Treasurer: Pamela Schrimsher

Joan Foglia

Olga Aleksandrova

Elena LaRochelle

Agenda

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Council Liaison: Brandi Haines

January 16, 2025

9:30 AM

FIELD MEETING

5TH AVE. & FOREST STR. PARKING LOT - @ 9:15 AM

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. OLD BUSINESS
 - a. Tree Organizing and Marking and Logistics Workshop for Giveaway and Centennial Tree Event
 - b. Tree Board Trailer Repairs Needed
4. NEW BUSINESS
 - a. MINUTES
 - i. WTB Meeting Minutes of December 19, 2024
 - ii. Tree Board Subcommittee Working Session Minutes 12.11.24
 - b. Potential Agenda Items for Next Meeting
5. OTHER ITEMS FOR CONSIDERATION
 - a. Date and time for next meeting.
6. ADJOURN

Windermere Tree Board

Minutes

December 19, 2024

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 BY THE CHAIR

The meeting was called to order with a quorum at 9:30am.

- Tree Board members Vicki Hearst, Joan Foglia, Olga Aleksandrova, Elena LaRochelle, and Frank Krens participated.
- Public Works Director/Assistant Town Manager Tonya Elliott-Moore participated.

2. OPEN FORUM / PUBLIC COMMENT (3-Minutes Limit) - None

3. OLD BUSINESS

a. Tree Ordinance (focus of this meeting)

Discussion focused on the rate charged for removal of protected trees without an arborist assessment documenting the risk/need. There was consensus that the current rate of \$75/ inch of DBH (diameter breast high) charged by TOW is too low in general and specifically does not include cost of replanting. WTB members researched rates charged by other Florida towns and found rates as high as \$225/inch.

Vicki made a motion to pursue raising the fee from the current \$75/inch of DBH to \$175 and to recommend that Brad Cornelius or Chris Thompson of Wade Trim present this recommended change to Town Council for approval via resolution. The motion passed 5/0 and Tonya said she would ask Brad to do it.

b. Centennial Trees Applications Update 12.12.24 (Attachments)

Vicki reported that we have 47 applications so far, including some to plant in HOA – owned/controlled areas and that she is still working to include a blend of types including various types of oak.

c. Tree Giveaway Status, Plans, Logistics

The schedule:

- Wed. Jan. 15 (tentative, time TBD, 5th Ave. parking lot) - Tree delivery, unload, and organize. Tonya said that Public Works support the WTB members who are available and would help unload. Frank said he would ask for ten strong volunteers from the Lone Sailor Division with help from Olympia HS if needed.
- Thu. Jan 16, 9:15am, 5th Ave. parking lot – next meeting. Also, WTB will meet at 2pm at Windermere Recreation Center for a tree planting.
- Sat. Jan 18, 8am – 2pm (approx.), 5th Ave. parking lot) - Tree Giveaway and Centennial Tree Program
 - Elena made a motion to allot up to \$250 for refreshments for volunteers and members. Vicki seconded and it passed 5/0.

d. Holiday Hoopla Report

Joan Foglia said that the WTB table was well attended and that we received one new application. WTB members Joan Foglia, Bonnie Di Cocco, and Frank Krens set up and operated the WTB table and HPB table and refreshments. Pam Schrimsher participated in the attendee signup table.

e. Strategic Plan Approved Actions Next Steps

i. Develop a landscape plan for the schoolhouse property

Vicki said she has a copy of a plan provided by Stephen Withers and that she would provide to Tonya for distribution and review by all WTB members. It was suggested that Pam Schrimsher review the plan with the Historic Preservation Board for their consideration. Frank mentioned that WTB secretary Bonnie Di Cocco is a Landscape designer and may be able to help. Tonya stated that Bonnie could bid the project and that Town policy is to seek at least three bidders.

ii. Hold an educational event at the Elders Luncheon

After discussion, it was decided to plan for the April 8, 2024 Luncheon and to focus the presentation on recognition and avoidance of tree removal scams which have become prevalent and which target the elderly. Joan said she would contact Wade Trim and/or IFAS to obtain a knowledgeable speaker for the event.

iii. Focus on update of the Tree Ordinance (Attachments) – see 3.e above

iv. Plan a Tree Walk in the Fall in coordination with the Centennial Committee

After discussion it was decided to schedule a tree walk in coordination with the November Veterans Day event, tentatively scheduled for November 9, 2024. Frank said he would contact Lilian to get it on the schedule and WPD Detective Mark Wilson, coordinator for the Lone Sailor Division to start the coordination process.

f. Reports and Administrative Matters – none

g. Financial Report (Pam Schrimsher) – deferred

h. Other Reports - none

4. NEW BUSINESS

a. MINUTES (Attachments) – Tabled to the next meeting.

i. Tree Board Ordinance Subcommittee Minutes of November 14, 2024 Meeting

ii. WTB Minutes of November 21, 2024, Meeting

b. Potential Agenda Items for Next Meeting

Trailer repair needs and schedule.

5. OTHER ITEMS FOR CONSIDERATION - none

a. Date and time for next meeting – Thursday January 16, 2025, 9:15am in the 5th Avenue parking lot

6. ADJOURN – The meeting was adjourned at 11:00

Tree Board Subcommittee Working Session Minutes:

Date: December 11, 2024

Time: 10:00 AM

Location: Public Works Conference Room, 614 Main Street, Building 200

Attendees:

- **Tree Board Members:** Frank Krens, Vicki Hearst, Pam Schrimsher, Olga Aleksandrova, Elena LaRochelle
- **Town Council:** Councilwoman Brandi Haines
- **Staff:** Tonya Elliott-Moore, Public Works Director
- **Consultants (Wade Trim):** Brad Cornelius

Meeting Purpose:

The subcommittee met to continue discussions on proposed updates to the Town's Tree Ordinance, with a focus on establishing a new rate for tree mitigation.

Discussion Opening:

During the discussion, Brad Cornelius of Wade Trim addressed the subcommittee's questions regarding the distinctions in tree removal policies for single-family developed lots, homeowners associations (HOAs), and development or redevelopment permitting. Following this discussion, the subcommittee requested that Mr. Cornelius investigate upcoming tree removals at the Willows subdivision and the Jennifer Lane HOA. Tonya Elliott-Moore agreed to send Code Enforcement staff to determine whether the trees in these areas have been marked for removal. If they have, Mr. Cornelius will contact the relevant parties to explain the required process and request supporting documentation.

Mitigation Fee Discussion:

The conversation then shifted to the tree mitigation fee. Pam Schrimsher proposed developing a comparison chart of mitigation fees from municipalities such as Alachua County, Jacksonville, Maitland, Orlando, Orange County, Tallahassee, Tampa, and Winter Park, with Councilwoman Brandi Haines suggesting that Port Orange also be included. The subcommittee decided that this chart would be reviewed at the next full Tree Board meeting to make a recommendation on the appropriate mitigation fee. Brad Cornelius recommended seeking input from Chris Thompson, a colleague at Wade Trim, to propose a specific fee. Mr. Thompson suggested a rate of \$225 per Diameter at Breast Height (DBH) inch, explaining that a 2-inch oak costs approximately \$150 to purchase, with installation expenses ranging from two to three times the purchase price, resulting in a total cost of around \$450. Dividing this total by the tree's 2-inch DBH produces a rate of \$225 per inch.

Next Steps:

- Present mitigation fee recommendations at the full Tree Board meeting, with the goal of preparing a proposal for Town Council's January 14 meeting.
- The next Subcommittee Working Session is scheduled for January 8, 2025, at 10:00 AM.
- Begin a comprehensive review and update of the Town Code as a long-term project.

Adjournment:

The meeting adjourned at approximately 11:10 AM.