**AGENDA**
**BRADENTON TREE & LAND PRESERVATION BOARD MEETING**
1:30 p.m. Friday, December 19, 2025
COUNCIL CHAMBERS - 101 OLD MAIN STREET

## 1. CALL MEETING TO ORDER

## 2. PLEDGE OF ALLEGIANCE

## 3. APPROVAL OF MINUTES

a) Planning & Community Development: Minutes from October 17, 2025 Tree and Land Conservation Board Meeting
10-17-25 Tree and Land Conservation Board Meeting Minutes

b) Planning & Community Development: Minutes from the November 21, 2025 Tree and Land Conservation Board Meeting
11-21-25 Tree and Land Conservation Board Meeting Minutes

## 4. CITIZEN COMMENT

During this portion of the meeting, the Board will accept comments on any non-agenda items. Comments are limited to a maximum of 3 minutes.

## 5. REPORTS FROM CITY STAFF

a) Planning & Community Development: November 2025 Tree Removal Permits

## 6. NEW BUSINESS

## 7. OLD BUSINESS

a) Planning & Community Development: Notable Tree Program
Picture - 102 14th Street East
Picture - 1804 6th Avenue West
Picture - 2707 17th Avenue West

b) Planning & Community Development: Future Plans for Tree Giveaways and Events in 2026

## 8. BOARD MEMBER COMMENTS

## 9. ADJOURN

All interested persons and parties may appear either in person and be heard or submit written comments regarding the above matters to the Planning and Community Development Director. The meeting may be continued from time to time as necessary. Copies of the agenda or further information may be obtained from the Department of Planning & Community Development, 101 Old Main Street, Bradenton, FL, 34205, or by calling (941) 932-9407.

## NON-DISCRIMINATION STATEMENT:

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City of Bradenton
ADA/Title VI Coordinator
101 Old Main Street
Bradenton, FL 34205
ADACoordinator@cityofbradenton.com
941-932-9400
TTY: 7-1-1 or 1-800-955-8771

La ciudad de Bradenton proveera servicio de interprete a las personas quienes su primer lenguage no es el ingles. Si necesita estos servicios, usted o su representante puede comunicar al ADA/Title VI Coordinator, 101 Old Main Street, Bradenton, FL 34205. Tambien puede llamar al (941) 9329470 o enviar correo electronico a ADACoordinator@cityofbradenton.com.

**AGENDA ITEM NO. 3.a**

# Item Cover Page

**TREE & LAND PRESERVATION BOARD MEETING AGENDA ITEM REPORT**

**DATE:** December 19, 2025

**SUBMITTED BY:** Jamie Schindewolf, Planning & Community Development

**ITEM TYPE:** Minutes

**AGENDA SECTION:** APPROVAL OF MINUTES

**SUBJECT:** Minutes from October 17, 2025 Tree and Land Conservation Board Meeting

**SUGGESTED ACTION:** Approval

**Is this item Quasi-Judicial?**
No

**Does this item require a public hearing?**
No

**EXPLANATION:**
Minutes from October 17, 2025 Tree and Land Conservation Meeting

**FINANCIAL IMPACT:**
N/A

**ATTORNEY REVIEW/RECOMMENDATION:**
N/A

**SUGGESTED MOTION:**
Motion to approve the minutes from the October 17, 2025 Tree and Land Conservation Board Meeting

**ATTACHMENTS:**
10-17-25 Tree and Land Conservation Board Meeting Minutes

# ABBREVIATED MINUTES
# CITY OF BRADENTON TREE & LAND PRESERVATION BOARD

1:30 P.M. Friday, October 17, 2025
City Hall Council Chambers, 101 Old Main Street

## PRESENT

**Tree and Land Preservation Board Members**: Jennifer Hoffman-Chair, Edward Dean, Richard Larsen, Ruth Lawler, Susan Griffith, Don Julian.
**City Staff:** Jamie Schindewolf-Senior Planner, Planning & Community Development, Lori Brunner-PCD Administrative Assistant.

## REGULAR MEETING

**Call to Order:** by Jennifer Hoffman at 1:30 p.m.
**Pledge of Allegiance.**
**Move to Approve:** Meeting Minutes from August 15, 2025, by Edward Dean, and seconded by Don Julian.

**Public Comment:** None

**Reports from City Staff:**
Jamie Schindewolf introduced the Tree Removal Permits that were in the Board packets. There was a brief discussion about slight changes to the format and information.
Ms. Schindewolf updated the Board on the tent that was ordered, as well as a table and chairs, for various events. She also showed pictures.

## NEW BUSINESS

Jennifer Hoffman spoke about the next tree giveaway, which is on October 25th. She is working on the types of trees and the logistics. She went over the types of trees for the event. She asked the Board to email Ms. Schindewolf the types of trees that they would like for future events/markets.

Ms. Hoffman said that the Community Forestry Capacity Grant Application was a non-starter since it was due today. She stated that the deadline is difficult, so next year the Board can work on it earlier. She would like to see participation on the Keep America Beautiful by planting 250 trees around Manatee County for the 250th year of America; "America 250."
Ms. Hoffman would like to involve the City in locating areas where trees are needed for canopy coverage.

DRAFT

Ms. Hoffman and the Board discussed the Strategic Plan for 2026. It doesn't change much from year to year. There were some additions. Board Chair and Vice Chair were discussed for the new year.
Motion to accept the 2026 Strategic Plan with 1 addition by Jennifer Hoffman, and seconded by Edward Dean. Motion passed unanimously.

Meeting calendars for 2026 with proposed meeting dates were discussed.
Motion to approve the 2026 Tree and Land Preservation Board calendar was made by Ed Dean and seconded by Jennifer Hoffman. Motion passed unanimously.

**OLD BUSINESS**
None

**BOARD MEMBER COMMENTS**
Don Julian commented on the new Fire House #2, stating that there are trees planted.

Mr. Dean passed out a "DRAFT" flyer on "How to Prepare Trees for Hurricane Season", and went over the 6 sections described. He stated that he put this together in response to the concerns after last year's hurricanes. The Board was very pleased with the flyer and discussed having it ready for the Farmer's Markets and other events.

Ruth Lawler stated that more people need to be on this Board, and more expertise.

Ms. Hoffman went over the following items:
As of October 1st:
Keep Manatee Beautiful picked up 252,000 pounds of trash last year.
KMB has hired 2 new full-time employees.

As of November 1st:
KMB is moving downtown into the Manatee County building.

Also, Earth Day: there will be a need for this Board to present information about the TLPB at events to relay information to the public.

The "Farm to Table" event will be in association with the Fair this year. She went over the details.

There will also be a City booth at the Fair, which is the 3rd week in January. She discussed what the Board can put at the table, such as brochures, etc.

## ADJOURNMENT

Ms. Hoffman adjourned the meeting at 2:46 p.m.

Jennifer Hoffman, Chair Date

DRAFT

**AGENDA ITEM NO. 3.b**

# Item Cover Page

**TREE & LAND PRESERVATION BOARD MEETING AGENDA ITEM REPORT**

**DATE:** December 19, 2025

**SUBMITTED BY:** Jamie Schindewolf, Planning & Community Development

**ITEM TYPE:** Minutes

**AGENDA SECTION:** APPROVAL OF MINUTES

**SUBJECT:** Minutes from the November 21, 2025 Tree and Land Conservation Board Meeting

**SUGGESTED ACTION:** Vote to approve minutes.

**Is this item Quasi-Judicial?**
No

**Does this item require a public hearing?**
No

**EXPLANATION:**
Minutes from the November 21, 2025 Tree and Land Preservation Board Meeting

**FINANCIAL IMPACT:**
N/A

**ATTORNEY REVIEW/RECOMMENDATION:**
N/A

**SUGGESTED MOTION:**
Motion to approve the minutes from the November 21, 2025 Tree and Land Conservation Board Meeting

**ATTACHMENTS:**
11-21-25 Tree and Land Conservation Board Meeting Minutes

# ABBREVIATED MINUTES
# CITY OF BRADENTON TREE & LAND PRESERVATION BOARD

1:30 P.M. Friday, November 21, 2025
City Hall Council Chambers, 101 Old Main Street

## PRESENT

**Tree and Land Preservation Board Members**: Jennifer Hoffman-Chair, Edward Dean, Richard Larsen, Ruth Lawler, Susan Griffith, Don Julian.
**City Staff:** Jamie Schindewolf-Senior Planner, Planning & Community Development, Lori Brunner-PCD Administrative Assistant, Ross Peterson-Landscape & Grounds, Chris Munyon-CRA.

## REGULAR MEETING

**Call to Order:** by Jennifer Hoffman at 1:48 p.m.
**Pledge of Allegiance.**
**Move to Approve:** Meeting Minutes from October 17, 2025, tabled to next meeting.

**Public Comment:** None

**Reports from City Staff:** None

## NEW BUSINESS

Planning for Florida Arbor Day – (January 16, 2026). Jennifer Hoffman asked the Board if they want to do a tree planting event on both January 16th and also in April. It was agreed that a tree will be planted in January, along with a dedication. The tree will be approved by Ross Peterson, Landscape & Grounds.

Silva Cell Presentation – tabled to next meeting.

## OLD BUSINESS

Public Property Tree Plantings – Mr. Peterson showed pictures of pre-Hurricane Milton and post-Hurricane Milton, which show all of the trees that are missing. He stated that over a dozen Live Oaks were lost and he would like them to be replaced. He then discussed all of the trees that are needed; possibly around April, due to the upcoming events. Mr. Peterson then showed pictures of 2 Notable trees, one being a Live Oak which is estimated to be 300-600 years old. He is working on the health of the older trees in the City.
The timeline was discussed for planting the trees.

DRAFT

Ms. Hoffman brought up a Park Survey from several years ago. Mr. Peterson stated that in 2026 they will be completing a mapped GIS for tracking; there is a new system in the works.

Notable Tree Program – Jamie Schindewolf stated that she tested the website for the Notable Trees and their locations. She will need some follow-up on this. The Board should send their Notable Trees and locations to Ms. Schindewolf.

Tree Protection Information Distribution – The Board discussed the information that Ed Dean presented at the last meeting. No edits are needed to the content. Ms. Schindewolf will look into the formatting, etc. Ms. Hoffman volunteered the assistance of Keep Manatee Beautiful.

Tree Giveaways – Ms. Hoffman discussed the upcoming giveaways: November 29th, and December 27th. She is asking for volunteers to assist. She will send the species list to the Board members. The list may change for December.

There was a brief discussion about the funding for the trees in December, not to exceed $5,000.00.

A motion was made to take to the City Council meeting in December for the funds for the tree giveaway by Ruth Lawler, and seconded by Don Julian.

Richard Larsen stated that the last giveaway went well; they gave away all the trees.

Ms. Hoffman spoke about the information available at the giveaways. We may want to get the sheets laminated as it is very helpful when the public is choosing a tree.

Mr. Larsen spoke about which trees were more difficult to give out. The Board discussed.

Ruth Lawler asked about the database with location information obtained from the giveaways. Ms. Hoffman stated that it is stored in her computer and will follow up. Susan Griffith offered assistance.

**BOARD MEMBER COMMENTS**

Ms. Hoffman wanted all to know about the Open House on December 3rd for Keep Manatee Beautiful's new location on the 8th floor of the Manatee County Building.

DRAFT

Ms. Schindewolf stated that (per Greg DeLong) the Tree City USA application has been officially approved by the Arbor Day Foundation.

## ADJOURNMENT

Ms. Hoffman adjourned the meeting at 2:44 p.m.

Jennifer Hoffman, Chair Date

DRAFT

**AGENDA ITEM NO. 5.a**

# Item Cover Page

**TREE & LAND PRESERVATION BOARD MEETING AGENDA ITEM REPORT**

**DATE:** December 19, 2025

**SUBMITTED BY:** Jamie Schindewolf, Planning & Community Development

**ITEM TYPE:** Miscellaneous

**AGENDA SECTION:** REPORTS FROM CITY STAFF

**SUBJECT:** November 2025 Tree Removal Permits

**SUGGESTED ACTION:** N/A

**Is this item Quasi-Judicial?**
No

**Does this item require a public hearing?**
No

**EXPLANATION:**
N/A

**FINANCIAL IMPACT:**
N/A

**ATTORNEY REVIEW/RECOMMENDATION:**
N/A

**SUGGESTED MOTION:**
N/A

**ATTACHMENTS:**

**AGENDA ITEM NO. 7.a**

# Item Cover Page

**TREE & LAND PRESERVATION BOARD MEETING AGENDA ITEM REPORT**

**DATE:** December 19, 2025

**SUBMITTED BY:** Jamie Schindewolf, Planning & Community Development

**ITEM TYPE:** Miscellaneous

**AGENDA SECTION:** OLD BUSINESS

**SUBJECT:** Notable Tree Program

**SUGGESTED ACTION:** Discussion of included pictures

**Is this item Quasi-Judicial?**
No

**Does this item require a public hearing?**
No

**EXPLANATION:**
N/A

**FINANCIAL IMPACT:**
N/A

**ATTORNEY REVIEW/RECOMMENDATION:**
N/A

**SUGGESTED MOTION:**
N/A

**ATTACHMENTS:**
Picture - 102 14th Street East
Picture - 1804 6th Avenue West
Picture - 2707 17th Avenue West

102 1145 ST


1804 6th Ave. West



**AGENDA ITEM NO. 7.b**

# Item Cover Page

**TREE & LAND PRESERVATION BOARD MEETING AGENDA ITEM REPORT**

**DATE:** December 19, 2025

**SUBMITTED BY:** Jamie Schindewolf, Planning & Community Development

**ITEM TYPE:** Miscellaneous

**AGENDA SECTION:** OLD BUSINESS

**SUBJECT:** Future Plans for Tree Giveaways and Events in 2026

**SUGGESTED ACTION:** N/A

**Is this item Quasi-Judicial?**
No

**Does this item require a public hearing?**
No

**EXPLANATION:**
Board discussion of potential upcoming giveaways and events in 2026.

**FINANCIAL IMPACT:**
TBD

**ATTORNEY REVIEW/RECOMMENDATION:**
N/A

**ATTACHMENTS:**