

**AGENDA**  
**BRADENTON TREE & LAND PRESERVATION BOARD MEETING**  
1:30 p.m. Friday, March 20, 2026  
COUNCIL CHAMBERS - 101 OLD MAIN STREET

**1. CALL MEETING TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF MEETING MINUTES**

- a) [Clerk](#): Minutes from the January 16, 2026, Tree and Land Preservation Board Meeting  
[1-16-2026 Tree Board 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](#): January 2026 Tree Removal Permits  
[Jan 2026 Tree Removal Permits](#)
- b) [Planning & Community Development](#): February 2026 Tree Removal Permits  
[February 2026 Tree Removal Permits](#)
- c) [Planning & Community Development](#): National Arbor Day Proclamation  
[National Arbor Day Proclamation](#)

**6. NEW BUSINESS**

**7. OLD BUSINESS**

- a) [Planning & Community Development](#): Revisions to the Tree and Land Preservation Board Bylaws  
[Tree and Land Preservation Board Bylaws](#)
- b) [Planning & Community Development](#): Tree Giveaways and Other Events

**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:**

The City of Bradenton prohibits discrimination in all of its services, programs or activities on the basis of race, color, age, disability, sex, national origin, religion, genetic information or marital status. Persons with a disability needing a reasonable accommodation to participate in, or who require assistance or an alternative means for communication of program information such as Braille, large print, etc., should contact:

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 language 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.

## **Item Cover Page**

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

**DATE:** March 20, 2026  
**SUBMITTED BY:** Jamie Griffith, Clerk  
**ITEM TYPE:** Minutes  
**AGENDA SECTION:** APPROVAL OF MEETING MINUTES  
**SUBJECT:** Minutes from the January 16, 2026, Tree and Land Preservation Board Meeting  
**SUGGESTED ACTION:** Approval

**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:**

Motion to approve Minutes from the January 16, 2026, Tree and Land Preservation Board Meeting.

**ATTACHMENTS:**

[1-16-2026 Tree Board Minutes](#)

## **CITY OF BRADENTON**

### **TREE AND LAND PRESERVATION MEETING MINUTES**

**January 16, 2026**

**1:30 P.M.**

The City of Bradenton Tree and Land Preservation Board met in the City Hall Council Chamber, 101 Old Main Street, Bradenton, Florida, at 1:30 p.m. on Friday, January 16, 2026.

Present Tree and Land Preservation Board Members: Jennifer Hoffman, Chair; Edward Dean, Vice Chair; Ruth Lawler, Susan Griffith, Don Julian.

City Staff: Jamie Schindewolf, Senior Planner; Jamie Griffith, Deputy Clerk.

Chair Jennifer Hoffman called the meeting to order at 1:32 p.m. and led the Pledge of Allegiance.

#### **ELECTION OF CHAIR:**

**RUTH LAWLER NOMINATED JENNIFER HOFFMAN AS CHAIR OF THE TREE AND LAND PRESERVATION BOARD** and the nomination passed unanimously.

#### **ELECTION OF VICE CHAIR:**

**SUSAN GRIFFITH NOMINATED EDWARD DEAN AS VICE CHAIR OF THE TREE AND LAND PRESERVATION BOARD** and the nomination passed unanimously.

#### **APPROVAL OF MEETING MINUTES:**

- a) Planning & Community Development: Meeting minutes from December 19, 2025, Tree and Land Preservation Board Meeting.

**MOTION TO APPROVE THE MEETING MINUTES FROM DECEMBER 19, 2025, TREE AND LAND PRESERVATION BOARD MEETING** was made by Vice Chair Dean and seconded by Board Member Julian. The motion passed 5-0.

**CITIZEN COMMENT:** None.

#### **REPORTS FROM CITY STAFF:**

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

Ms. Schindewolf presented the November 2025 and December 2025 Tree Removal Permit reports.

#### **NEW BUSINESS:**

- a) Clerk: Revisions to the Tree and Land Preservation Board Bylaws

Ms. Schindewolf and Ms. Griffith informed the board of the revisions to the Tree and Land Preservation Board bylaws. Chair Hoffman requested that a clean version with all of the revisions be brought before the board for a vote at the February 20, 2026, meeting.

**OLD BUSINESS:**

a) Planning & Community Development: Informational Flyer Update

Ms. Schindewolf presented an informational flyer that was produced by City staff. Board members spoke highly about the flyer and then discussed flyer distribution ideas.

b) Planning & Community Development: Future Tree Giveaways and Events

Chair Hoffman said that the owners of Sweet Bay Nursery announced their retirement, and they agreed to deliver the giveaway trees for January. She said if a new supplier was not located by February, the folks at the nursery agreed to provide trees for February and then recommended other nurseries that could serve as the tree supplier in the future.

**BOARD MEMBER COMMENTS:**

Mr. Julian asked about the board's knowledge of Lethal Bronzing Disease that affects palm trees. He said the number of trees with the disease increased in his neighborhood. Ms. Griffith summarized information about the disease and offered solutions.

**The meeting adjourned at 2:06 p.m.**

NOTE: This is not a verbatim record. An audio recording of the meeting is available for a fee upon request.

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

**DATE:** March 20, 2026

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

**ITEM TYPE:** Miscellaneous

**AGENDA SECTION:** REPORTS FROM CITY STAFF

**SUBJECT:** January 2026 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:**

[Jan 2026 Tree Removal Permits](#)

January 2026 Tree Permits									
Record #	Status	Record Type	Opened Da	Street #	Street Name	Type	Dir	Description	Property Type
OTH-TRE-26-0001	Issued	Tree Removal	1/22/2026	915	4TH	Ave	W	Remove 4 Live Oaks, located on the South side of the building all marked with orange ribbon.	Manatee Co Property Appraiser
OTH-TRE-26-0002	Payment Due	Tree Removal	1/22/2026	116	23RD	St	W	Remove 1 dead Cypress located in the backyard	Single Family

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

**DATE:** March 20, 2026

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

**ITEM TYPE:** Miscellaneous

**AGENDA SECTION:** REPORTS FROM CITY STAFF

**SUBJECT:** February 2026 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:**  
[February 2026 Tree Removal Permits](#)

February 2026 Tree Removal Permits

Record #	Status	Record Type	Opened Date	Street #	Street Name	Type	Dir	Unit #	Property Type	Description
OTH-TRE-26-0003	Payment Received	Tree Removal	2/17/2026	1503	9TH	Ave	W	2	Multifamily	Tree removal to prepare for a new development site. Landscape plans will address the trees we're planting as replacement for what we're losing on site.

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

**DATE:** March 20, 2026

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

**ITEM TYPE:** Miscellaneous

**AGENDA SECTION:** REPORTS FROM CITY STAFF

**SUBJECT:** National Arbor Day Proclamation

**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:**  
[National Arbor Day Proclamation](#)

*City of Bradenton*  
*Office of the Mayor*



*Proclamation*

*By virtue of the authority vested in me as Mayor of the City of Bradenton,  
I do hereby issue this proclamation honoring*

*National Arbor Day*  
*April 24, 2026*

*Whereas*, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees. This holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

*Whereas*, Arbor Day is now observed throughout the nation and the world; and

*Whereas*, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

*Whereas*, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

*Whereas*, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

*Whereas*, trees, wherever they are planted, are a source of joy and spiritual renewal.

*Now, Therefore Be It Resolved* that, I, Gene Brown, as Mayor of the City of Bradenton, Florida, do hereby proclaim April 24, 2026 as National Arbor Day and urge all citizens to support efforts to protect our trees and woodlands, and to support our city's urban forestry program by planting trees. By planting trees, we help to promote the wellbeing of present and future generations and enhance our community.

*Gene Brown*  
*Mayor*  
*April 8, 2026*

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

**DATE:** March 20, 2026

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

**ITEM TYPE:** Miscellaneous

**AGENDA SECTION:** OLD BUSINESS

**SUBJECT:** Revisions to the Tree and Land Preservation Board Bylaws

**SUGGESTED ACTION:** Approval

**Is this item Quasi-Judicial?**

No

**Does this item require a public hearing?**

No

**EXPLANATION:**

Revisions have been made to the Bylaws, as discussed at the January 16, 2026 meeting.

**FINANCIAL IMPACT:**

N/A

**ATTORNEY REVIEW/RECOMMENDATION:**

N/A

**SUGGESTED MOTION:**

Motion to approve the 2026 Tree and Land Preservation Bylaws.

**ATTACHMENTS:**

[Tree and Land Preservation Board Bylaws](#)



**CITY OF BRADENTON**  
**TREE AND LAND PRESERVATION BOARD BY-LAWS**  
**ADOPTED MARCH 20, 2026**

**ARTICLE I — SCHEDULING**

Section 1. The Tree and Land Preservation Board shall meet on the third Friday of each month at 1:30 p.m. in the City of Bradenton City Council Chambers unless circumstances require an alternate date and/or time.

Section 2. Meeting cancellations may be called at the discretion of both the Chairperson and the Director of Planning and Community Development, or Director’s designee.

Section 3. Special meetings may be called by the Chairperson, after consultation with the Director of the Department of Planning and Community Development, or Director’s designee, or by a majority of the Tree and Land Preservation Board. The notice of such a meeting shall specify the purposes of such a meeting and no other business may be considered, except by a unanimous consent of the Tree and Land Preservation Board. This notice shall contain the date, time, place and subject of the discussion.

**ARTICLE II — ELECTIONS**

Section 1. The Board shall elect officers, a Chairperson and Vice-Chairperson, each year at an annual organization meeting, which shall be held on the first meeting of each calendar year. A quorum of four members must be present for elections. Nomination of officers shall be made from among the members and election takes place immediately by show of hands, voice, rising, balloting, or roll call. A candidate receiving a simple majority vote of all members present is elected for a term of one year or until his successor shall take office. Officers are eligible for re-election. Vacancies in un-expired terms of office are filled immediately by regular election procedures.

**ARTICLE III — ROLES AND RESPONSIBILITIES**

Section 1. The Chairperson is the presiding officer at meetings and hearings of the Tree and Land Preservation Board and performs duties as described below:

1. Open and call the meeting to order;
2. Announce the business to be conducted;
3. Recognize members entitled to the floor;
4. State and put to vote all questions which are regularly moved or necessarily rise in the course of proceedings and to announce the result of the vote;

5. Speed up proceedings as much as possible;
6. Require order and sincerity in meeting;
7. Inform the group present to a point of order or a practice pertinent to pending business;

Section 2. If the Chairperson is absent, the Vice-Chairperson shall serve as the presiding officer of the Tree and Land Preservation Board.

Section 3. The Tree and Land Preservation Board shall also appoint a Secretary, who may be a member of City staff from the Department of Planning and Community Development or the Office of the City Clerk. The Secretary shall assist the Tree and Land Preservation Board generally and is responsible for carrying out the following duties:

1. Keep records and minutes of meetings and hearings of the Tree and Land Preservation Board;
2. Keep a roll of the members and call this roll when required;
3. Notify officers and committees of their appointment and furnish committees with all papers referred to them;
4. Record the number of votes for and against each question put to vote;
5. Indicate any absences or disqualification from voting when a question is put to vote;
6. Arrange proper and legal notice of meetings and hearings;
7. Attend to correspondence of the Tree and Land Preservation Board;
8. Such other duties as are normally carried out by a Secretary or as authorized by the Chairperson of the Tree and Land Preservation Board.

#### **ARTICLE IV — ESTABLISHING A QUORUM**

Section 1. A simple majority of the total membership constitutes a quorum of the Tree and Land Preservation Board. A simple majority vote of all members present, where there is a properly constituted quorum, is necessary to conduct any official business.

#### **ARTICLE V — ORDER OF BUSINESS**

Section 1. All meetings of the Tree and Land Preservation Board are public and shall adhere to the following order of business:

1. Open and call the meeting to order;
2. Pledge of Allegiance;
3. Approval of the minutes of previous meeting;
4. Public Comment;
5. Reports from City Staff;
6. New Business;
7. Old Business;
8. Board Member Comments;
9. Adjournment

#### **ARTICLE VI—ADMINISTRATION**

Section 1. Minutes and records of all proceedings, including transactions, and determinations, will be filed in the office of the City Clerk by the secretary.

Section 2. An agenda for each meeting, and materials pertinent to each matter included thereon, shall be sent to each member at least one (1) week in advance of the meeting date.

Section 3. In the performance of its duties, the Tree and Land Preservation Board may, with approval by the City Council, utilize personnel, equipment and services of any agency or office of the City.

Section 4. The public is welcome to comment on any matter brought before the Tree and Land Preservation Board at the appropriate meeting or by letter or email. Letters should be addressed to the Tree and Land Preservation Board, C/O City of Bradenton, Department of Planning and Community Development, 101 Old Main Street, Bradenton, FL 34205-7865

Section 6. These Rules of Procedure shall be supplemented by Roberts Rules of Order.

Section 7. These Rules of Procedure shall be available for public inspection.

#### **ARTICLE VII — AMENDMENTS**

Section 1. These rules may be amended by majority consent of all members of the Board.

#### **ARTICLE XI – EFFECTIVE DATE**

Section 1. These by-laws shall become effective upon adoption by the Board.

PASSED AND ADOPTED BY THE  
TREE AND LAND PRESERVATION BOARD THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2026.

TREE AND LAND PRESERVATION  
BOARD

ATTEST:

\_\_\_\_\_  
Jennifer Hoffman, Chairperson

\_\_\_\_\_  
Jamie Griffith, Secretary

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

**DATE:** March 20, 2026

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

**ITEM TYPE:** Miscellaneous

**AGENDA SECTION:** OLD BUSINESS

**SUBJECT:** Tree Giveaways and Other Events

**SUGGESTED ACTION:** N/A

**Is this item Quasi-Judicial?**

No

**Does this item require a public hearing?**

No

**EXPLANATION:**

N/A

**FINANCIAL IMPACT:**

TBD

**ATTORNEY REVIEW/RECOMMENDATION:**

N/A

**SUGGESTED MOTION:**

N/A

**ATTACHMENTS:**