AGENDA
BRADENTON TREE & LAND PRESERVATION BOARD MEETING
1:30 p.m. Friday, August 21, 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 July 17, 2026, Tree and Land Preservation Board Meeting
7-17-2026 Tree and Land Preservation 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: Mayor Gene Brown

6. NEW BUSINESS

7. OLD BUSINESS

a) Planning & Community Development: Review and Approval of Letter to City Council for New Member Recruitment
Letter to City Council
b) Planning & Community Development: Review and Approval of Letter to City Administration for a Certified Arborist
Letter to City Administration

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 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

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TREE & LAND PRESERVATION BOARD MEETING AGENDA ITEM REPORT

DATE: August 21, 2026

SUBMITTED BY: Jamie Griffith, Clerk

ITEM TYPE: Minutes

AGENDA SECTION: APPROVAL OF MEETING MINUTES

SUBJECT: Minutes from July 17, 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 the minutes from the July 17, 2026, Tree and Land Preservation Board meeting.

ATTACHMENTS:
7-17-2026 Tree and Land Preservation Board Minutes

CITY OF BRADENTON
TREE AND LAND PRESERVATION MEETING MINUTES
July 17, 2026

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, July 17, 2026.

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

Vice Chair Ed Dean was excused.

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

The meeting was called to order at 1:30 p.m.

APPROVAL OF MEETING MINUTES:

a) Clerk: Minutes from the June 19, 2026, Tree and Land Preservation Board Meeting.

MOTION TO APPROVE THE MEETING MINUTES FROM THE JUNE 19, 2026, TREE AND LAND PRESERVATION BOARD MEETING was made by Board Member Julian and seconded by Board Member Lawler. The motion passed 4-0. Vice Chair Dean was excused, and Board Member Larsen was out of the room.

CITIZEN COMMENT:

Carolyn Fairbank, 606 3rd Avenue West, spoke about the City's tree canopy and asked about plans to replace the trees that were lost due to previous hurricanes. She was also concerned about the large tree located in front of City Hall.

REPORTS FROM CITY STAFF

a) Planning & Community Development: June 2026 Tree Removal Permits
Jamie Schindewolf, Senior Planner, presented the June 2026 Tree Removal Permits report.

NEW BUSINESS: None.

OLD BUSINESS:

a) Planning & Community Development: Letter to City Council for New Member Recruitment

Chair Hoffman offered to draft a letter to present to the board for approval at the August 21, 2026, meeting.

MOTION FOR CHAIR HOFFMAN TO WRITE THE LETTER REGARDING MEMBER RECRUITMENT TO CITY COUNCIL ON BEHALF OF THE TREE AND LAND PRESERVATION BOARD FOR APPROVAL AT THE NEXT MEETING ON AUGUST 21, 2026, was made by Board Member Lawler and seconded by Board Member Julian. The motion passed 5-0. Vice Chair Dean was excused.

b) Planning & Community Development: Recommendation Letter to City Administration for a Certified Arborist

The Board Members discussed key points to include in the letter to the City Administration. Chair Hoffman offered to draft a letter based on the points discussed and present the letter at the August 21, 2026, meeting for approval.

MOTION FOR CHAIR HOFFMAN TO WRITE A LETTER REGARDING HIRING A CERTIFIED ARBORIST TO CITY ADMINISTRATION ON BEHALF OF THE TREE AND LAND PRESERVATION BOARD FOR APPROVAL AT THE NEXT MEETING ON AUGUST 21, 2026, was made by Board Member Julian and seconded by Board Member Griffith. The motion passed 4-0. Vice Chair Dean was excused, and Board Member Larsen was out of the room.

BOARD MEMBER COMMENTS:

Board Member Lawler asked about continuing the tree giveaways and was advised that the topic is on the August 21, 2026, agenda. *NOTE: This is not a verbatim record. An audio recording of the meeting is available for a fee upon request.*

The meeting was adjourned at 2:33 p.m.

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

AGENDA ITEM NO. 5.a

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TREE & LAND PRESERVATION BOARD MEETING AGENDA ITEM REPORT

DATE: August 21, 2026

SUBMITTED BY: Jamie Schindewolf, Planning & Community Development

ITEM TYPE: Presentation

AGENDA SECTION: **REPORTS FROM CITY STAFF**

SUBJECT: Mayor Gene Brown

SUGGESTED ACTION: N/A

Is this item Quasi-Judicial?
No

Does this item require a public hearing?
No

EXPLANATION:
Mayor Gene Brown will come and give an overview of City Projects.

ATTACHMENTS:

AGENDA ITEM NO. 7.a

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TREE & LAND PRESERVATION BOARD MEETING AGENDA ITEM REPORT

DATE: August 21, 2026

SUBMITTED BY: Jamie Schindewolf, Planning & Community Development

ITEM TYPE: Miscellaneous

AGENDA SECTION: **OLD BUSINESS**

SUBJECT: Review and Approval of Letter to City Council for New Member Recruitment

SUGGESTED ACTION: Review and 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 final draft of the letter for New Member Recruitment and allow for the Chair person to sign and City staff to deliver to the City Council.

ATTACHMENTS:
Letter to City Council

Bradenton Tree and Land Preservation Board

August 21, 2026

Bradenton City Council
City of Bradenton
101 Old Main Street
Bradenton, FL 34205

Dear Mayor and City Council Members,

On behalf of the Bradenton Tree and Land Preservation Board, we respectfully request your assistance with identifying and referring qualified individuals who may be interested in serving on our Board.

The Board plays an important role in advising the City on matters related to tree preservation, landscaping, and the protection of Bradenton's natural resources. As our community continues to grow, having a full and diverse Board is essential to ensuring thoughtful guidance on issues affecting the City's urban forest and environmental quality.

Members are a diverse mix, representative of the community, in the following or similar professions:

- Florida-registered landscape architects
- Florida-certified arborists
- County agricultural extension office representative
- Land use planners
- Landscape nursery professionals
- Keep Manatee Beautiful members
- Foresters
- Environmental professionals
- A maximum of three city residents interested in the TLPB's purpose

We are currently seeking qualified candidates to fill the following vacancies:

- Florida-registered landscape architects
- Florida-certified arborists
- Land use planners
- Landscape nursery professionals
- Environmental professionals

We would greatly appreciate any referrals from the City Council of individuals who meet these qualifications and have an interest in helping preserve and enhance Bradenton's tree canopy and natural environment. Your recommendations will help ensure the Board continues to provide knowledgeable and balanced guidance in support of the City's environmental goals.

Thank you for your continued support of the Bradenton Tree and Land Preservation Board and for your commitment to preserving the natural beauty of our community. We appreciate your consideration and look forward to any recommendations you may have.

Sincerely,

Bradenton Tree and Land Preservation Board

Jennifer Hoffman, Chair

AGENDA ITEM NO. 7.b

Item Cover Page

TREE & LAND PRESERVATION BOARD MEETING AGENDA ITEM REPORT

DATE: August 21, 2026

SUBMITTED BY: Jamie Schindewolf, Planning & Community Development

ITEM TYPE: Miscellaneous

AGENDA SECTION: **OLD BUSINESS**

SUBJECT: Review and Approval of Letter to City Administration for a Certified Arborist

SUGGESTED ACTION: Review and 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 final draft of the Letter for Recommendation for a Certified Arborist and allow Chair person to sign and City staff to deliver to City Administrator.

ATTACHMENTS:
Letter to City Administration

Bradenton Tree and Land Preservation Board

August 21, 2026

City Administration
City of Bradenton
101 Old Main Street
Bradenton, FL 34205

Dear Members of City Administration,

On behalf of the Bradenton Tree and Land Preservation Board, we respectfully recommend that the City establish dedicated International Society of Arboriculture (ISA) Certified Arborist expertise within City staff.

The Board recognizes the fiscal realities facing local government and therefore recommends a flexible approach. Our preferred recommendation is the creation of a full-time Certified Arborist position that would serve multiple departments. However, if a new position is not feasible at this time, we strongly encourage the City to invest in training and certifying an existing employee whose responsibilities already interconnect with urban forestry, public infrastructure, or land management.

An ISA Certified Arborist is recognized throughout the industry as the professional standard in urban tree management. Having this expertise available within City staff would provide lasting value to Public Works, Planning, Community Redevelopment, Parks and Recreation, Development Services, and the Tree and Land Preservation Board.

The Board believes this position would provide significant benefits by:

- Supporting Public Works through professional tree evaluations, preservation recommendations, hazard assessments, and species selection using the principle of "Right Tree, Right Place."
- Assisting the Planning and Development Departments by reviewing development plans, protecting existing tree canopy, and ensuring compliance with the City's Tree and Land Preservation Ordinance.
- Reducing Municipal Risk by identifying hazardous trees before they become safety concerns, helping minimize damage to people, vehicles, buildings, utilities, and other public infrastructure.
- Strengthening Urban Forestry Planning through the development and implementation of a long-term Urban Forest Management Strategy that protects and expands Bradenton's tree canopy while supporting continued recognition as a Tree City USA community.

- Increasing External Funding Opportunities by identifying and pursuing state, federal, and private grants related to urban forestry, tree planting, resiliency, storm recovery, and environmental enhancement.
- Providing Technical Leadership by serving as the professional advisor to the Bradenton Tree and Land Preservation Board and collaborating with City departments on projects involving trees and natural resources.

The Board envisions this position supporting multiple City departments by:

- Evaluating requests for tree removal and recommending appropriate replacement species.
- Performing tree health, structural, and risk assessments on public property.
- Advising on Public Works, CRA, parks, streetscape, and capital improvement projects.
- Assisting with land management and tree preservation planning.
- Developing and maintaining the City's Urban Forest Management Strategy.
- Coordinating efforts to maintain and strengthen Bradenton's Tree City USA designation.
- Researching and administering urban forestry grant opportunities.
- Providing ongoing education and technical training for City staff, advisory boards, and elected officials regarding best management practices for urban forestry.

Whether accomplished through the addition of a dedicated position or by supporting the professional certification of an existing employee, the Board believes this investment would provide long-term operational and financial benefits to the City.

Professional arboricultural expertise can reduce emergency tree maintenance costs, lower liability exposure, improve planning decisions, increase grant funding opportunities, preserve valuable public assets, and help ensure that Bradenton continues to grow while protecting the environmental character that defines our community.

This recommendation was presented to the Bradenton Tree and Land Preservation Board, brought forward as a motion, and approved by the Board on August 21, 2026.

The Board appreciates your consideration and welcomes the opportunity to discuss this recommendation further.

Respectfully submitted,

Bradenton Tree and Land Preservation Board

Jennifer Hoffman, Chair