



WINDERMERE TREE BOARD

Chair: Frank Krens

Vice Chair: Vicki Hearst

Secretary: Bonnie Di Cocco

**Treasurer: Pamela Schrimsher
Joan Foglia**

Agenda

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Council Liaison: Tom Stroup

January 18, 2024

9:30 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. OLD BUSINESS

a. Annual Tree Giveaway Plans

i. Preparations

ii. Logistics

iii. Other Considerations

b. 500 Block Update (If Brad Cornelius is available)

4. NEW BUSINESS

a. Minutes of 12/21/23 Meeting (Attachments)

5. NEXT MEETING DATE AND TIME

a. 2/15/2024 9:30am

6. ADJOURN



MINUTES

**Windermere Tree Board
December 21, 2023 10am**

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 (Chair), Vicki Hearst (Vice-Chair), Pamela Schrimsher (Treasurer), Bonnie DiCocco (Secretary), Joan Foglia, Elena LaRochelle, Olga Aleksandrova

1. THE MEETING IS CALLED TO ORDER

Tree Board member Frank Krens called the meeting to order at 10:02am in the Windermere Town Hall at 520 Main Street, Windermere, FL 34786. The requirement for a quorum was met.

Participants:

Tree Board – Frank Krens, Vicki Hearst, Pamela Schrimsher, Bonnie DiCocco, Brandi Haines, Joan Foglia, Elena LaRochelle, Olga Aleksandrova

TOW Public Works – Tonya Elliott-Moore-Public Works Director, Travis Mathias

Town Council – Tom Stroup

2. OPEN FORUM / PUBLIC COMMENT – No public comment

3. NEW BUSINESS

a. Minutes - Motion to approve the November 16, 2023 meeting minutes ‘with the addition of suggestions made’ (The suggestion to add Pam’s last name and Lillian and Robert’s last name in regards to notice/advertising for the Tree Giveaway was made by Vicki Hearst. Joan Foglia seconded the motion. Motion carried.

b. Tree Board Functions and Operations

i. The recommendation was made by Elena LaRochelle to permanently move the meetings to the 3rd Thursday of each month at 9:30am. It was seconded by Pam Schrimsher. Motion carried.

ii. Bylaws Update to Address Virtual Participation

1. Elena LaRochelle made a motion to send the Bylaws over to the Town Clerk to amend the wording of the bylaws to allow members to participate via phone or Skype. Members joining via these methods would not be allowed to make a motion or vote. Vicki Hearst seconded the motion. Motion carried.

iii. WTB Membership

1. Review of New Applicants – The Board would like to determine if Zoe Villian is still interested in joining the Board

iv. Future Workshop

1. The Tree Board plans to address the Board’s Mission, Vision, Operation and Strategy at a later date after the ‘Tree Giveaway’ is complete.

v. Historic Grove Status and Vote on Future Work

1. Jennifer Hitchcock gave an update on the Historic grove. In her opinion, water is the main concern in restoring the grove. The products being used to supplement the growth and abate pests are all natural. Jennifer stated the remaining treatment (if there is a remaining treatment) can cover insect control, hand pruning, deep root aeration to be performed with live biologicals. Pam Schrimsher asked how many trees are salvageable and Jennifer believes that with water (rotary heads) and further evaluation ‘some percentage’ could be saved. Jennifer can add to her ‘tree services’ to further oversee the pruning and remove weeds and overgrowth should we proceed. Public Works agreed to change out the current drip system to the recommended rotary heads in January and have

Jennifer reassess in February. Pam Schrimsher made a motion to hire Orlando Tree Consultants in February and report to the Board at our February meeting to make a recommendation on each of the orange trees in the grove to determine the future direction of the grove. Vicki Hearst seconded the motion. Motion carried.

vi. Future Events

1. Finance Report – Pam Schrimsher spoke about how to submit receipts and receive reimbursement via Theresa Spheres or Tonya Elliott-Moore. Income is \$2,700 Oct 1- December 18, 2023. \$5,595 was paid to McKeithen for trees for the Tree Giveaway. Pam also noted that the town must allocate \$2 per person toward the Tree Board in order to stay a designated Tree City.
2. Elena LaRochelle made a motion for Tree Board Chairman to contact Brad Cornelius to verify that an arborist or other authorized Town representative will very clearly designate the trees which are to stay in the 500 Block project. All trees to remain should have a metal fence if designated a ‘Heritage’ tree or an orange barrier if another designated tree to stay. Pam Schrimsher seconded the motion. Motion carried.

c. Tree Giveaway

i. Date, Time and Overall Event Schedule

1. January 20, 2023 9am – 2pm
2. Members need to arrive at 7am for setup

ii. Budget and Expenditure Status

1. See notes under Future Events: Finance Report above

iii. Tree Varieties and Selection

1. Trees were suggested and approved at the November 16th meeting
2. Trees have been ordered

iv. Tree Supplier

1. McKeithen Growers

v. Notice/Advertising Plans and Status

1. We have 2 banners – Bonnie DiCocco will put them up that morning
2. Town website needs to be updated regarding the event

vi. Volunteer and Support Coordination

1. Frank Krens is coordinating volunteers
 - a. Tree delivery is being scheduled Tuesday or Wednesday prior to the event
 - b. The trees will be tagged by Joan Foglia and will be roped off in an attempt to prevent theft
 - c. Volunteers will be designated that morning for traffic control, tree selection help and loading
 - d. Tree Board's trailer will not be used for this event as it has flat tires
 - e. The Tree Board is responsible for post-event clean-up

4. ADJOURN