



WINDERMERE TREE BOARD

Chair: Frank Krens

Vice Chair: Vicki Hearst

Secretary: Elena LaRochelle

Treasurer: Pamela Schrimsher

Joan Foglia

Olga Aleksandrova

Council Liaison: Brandi Haines

Agenda

Agenda

October 16, 2025

9:15 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, 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 proceedings is made, which includes the testimony and evidence upon which the appeal is to be based.

AGENDA

1. THE MEETING IS CALLED TO ORDER BY THE CHAIR

2. OPEN FORUM / PUBLIC COMMENT (3-Minutes Limit)

- a. 2nd request from the Brabecs to have a Hickory tree removed.

3. OLD BUSINESS

- a. Discuss Historic School House grounds renovation progress and next steps; Partnership with the Historic Preservation Board on the School House grounds. Clean up and replanting.

- b. Discussion Tree Board membership rules, length of membership, attendance requirements, quorums, etc.

- c. Review Legacy Tree Map Project and finalize approach.

- d. Review Arbor Day Tree Giveaway – Discussion selection of varieties.

- e. Gazette Article- Arbor Day tree giveaway new location

- f. New member – Cillian Ammar

4. NEW BUSINESS

- a. Approve Minutes (Attachments)

- i. Approve minutes – September 25, 2025

- ii. Attached are the August 21, 2025, minutes which were approved with corrections at the September meeting.

- b. Holiday Hoopla – Should we have a table at the Hoopla, and should we make a donation?

5. OTHER ITEMS FOR CONSIDERATION

- a. Date and time for next meeting: November 20, 9:15 am

6. ADJOURN

TREE BOARD MEETING MINUTES

September 25, 2025

9:15 AM – Administration Conference Room

1. CALL TO ORDER

The meeting was called to order by Vice Chair Vicki Hearst at 9:20 AM.

In Attendance:

Pam Schrimsher, Olga Aleksandrova, Elena LaRochelle,
Council Liaison Brandi Haines,
Public Works Representative Peter Balgobin,
Director of Public Works Tonya Elliott-Moore (joined at 9:40 AM),
Joan Foglia (joined during site walk),
Resident Laurie Bayles.

2. OPEN FORUM / PUBLIC COMMENT

- Laurie Bayles deferred comments.

3. OLD BUSINESS

a. Historic School House Landscape Renovation Project

- Members visited the School House site to review landscaping needs and discussed potential phases for cleanup and renovation.
- Motion by Vicki Hearst to request Tonya Elliott-Moore obtain quotes for removal of undesirable vegetation past Forest Street and the School House area.
 - Seconded by Olga Aleksandrova.
 - Motion carried unanimously.
- Vicki will mark plants for removal within 2–3 weeks. Tonya will log cleanup as maintenance.
- Joan Foglia will notify the Historic Board prior to cleanup due to possible interference with ongoing building renovations.
- Safe herbicides (vinegar, soap, salt) to be used for walkways.
- Follow-up and scope review scheduled for next meeting.

b. Tree Board Membership Rules

- Tonya will provide information on town charter/code regarding membership to ensure compliance and update bylaws as needed.

c. Legacy Tree Project

- Pam reported on photos of planted Legacy Trees.
- Decision made to create a public map showing tree locations without personal information.
- Tonya recommended a branding map that includes parks, public buildings, and Legacy Trees.
- Cillian volunteered to work on the map project.

d. Tree Giveaway Event

- List of potential tree species identified.
- QR codes will be created for event trees.
- Tonya will coordinate park closure and security for tree delivery.
- Vicki will provide event updates at the next meeting.

4. NEW BUSINESS

- Motion by Elena LaRoche to correct her name in the August 21 minutes.
 - Seconded by Olga Aleksandrova.
 - Motion carried unanimously.
- Motion by Vicki Hearst to approve July 17 minutes with corrections.
 - Seconded by Olga Aleksandrova.
 - Motion carried unanimously.
- Motion by Pam Schrimsher to nominate Elena LaRoche as secretary.
 - Seconded by Vicki Hearst.
 - Motion carried unanimously.

5. OTHER ITEMS FOR CONSIDERATION

- Next meeting scheduled for **October 16, 2025, at 9:15 AM.**
- If needed, discussion of forming a new subcommittee will be added to a future agenda.

6. ADJOURN

Motion by Vicki Hearst to adjourn.

- Seconded by Olga Aleksandrova.
- Motion carried unanimously.

Meeting adjourned at 10:43 AM.



WINDERMERE TREE BOARD

Chair: Frank Krens

Vice Chair: Vicki Hearst

Secretary: *Position open*

Treasurer: Pamela Schrimsher

Agenda

Joan Foglia

Olga Aleksandrova

Elena LaRochelle

Agenda

Council Liaison: Brandi Haines

August 21, 2025

9:15 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

MINUTES FROM THE TREE BOARD MEETING AUG. 21, 2025

1. The meeting was called to order at 9:20 by Vice Chair, Vicki Hearst

In attendance were:

- Pam Schrimsher
- Olga Alesksandrova
- Elena LaRochelle.
- Town Council member Brandi Haines
- Public Works representative Peter Balgobin
- Town resident Laurie Bayles.

- WTB Secretary position is open. Bonnie DiCocco has resigned as a member

2. Open Forum – Laurie Bayles deferred her comments.

3. Old Business:

a. Legacy Tree Giveaway Update:

5 trees were not picked up at the 2nd tree giveaway. The people who requested the trees will be contacted and will need to arrange pick up with Peter Balgobin.

5 extra trees are available, 2 Long Leaf Pine, 2 Magnolias and 1 Live Oak.

Pam reported that she has been passing out plaques. Several people have not yet planted their trees and there are a few others that she is having trouble reaching.

Vicki reported that if the people who have asked for trees plant them, and we get the trees planted at Palmer Park and the Main Street Tennis Court, we should be close to the 100 trees.

1 to 2 new trees for Pocket Park should be Legacy Trees, and should be 50 gallon trees paid for with tree mitigation money.

b. Citrus Grove update:

Jennifer and her team have planted the new citrus trees that we approved for the grove. The plastic pots that the trees were in we modified to be used as tree trunk protection for the new trees.

The dead oaks along 5th Ave and the grove have been removed.

c. Gazette Article – the next article should be about the Arbor Day tree giveaway

d. Historic School House Landscape Renovation Project:

Pam reported that the renovation on the Historic School house grounds is our next major project, and it will take us into 2026. Her hope is that the project can begin in January or February. The project will need to be put out to bid with an additional maintenance contract.

Vicki commented that it cannot go out to bid until the scope of work is defined.

It was agreed that we should create a subcommittee to work on the project details.

Elena requested that we do a field trip to the site to have a better understanding of what needs to be done.

Pam asked Peter to put it on Tonya's Calander for a field trip and Zoom meetings.

e. Town Square Improvement Updates:

Vicki reported that Chris from Wade Trim gave an update at the Town Council meeting and reported that he had meet with Tree Board and would be working to incorporate our concerns into the next, more detailed conceptual plan for Town Square.

Elena voiced concerns that we need to follow up during the design process.

Councilman Brandi Haines explained the how the design process goes through stages of approval before the Councils final approval.

Pam commented on the need to protect the existing trees along 6th Ave, and how a combination of Golf cart parking and car parking needs to be more detailed in the next conceptual plan.

Vicki reported that the Town Council approved putting in the new bathrooms near the library and not next to Town Hall.

Councilman Brandi Haines pointed out that an updated tree survey of Town Square would be helpful in being able to guide tree board in recommendations for town square. Brandi asked if Jennifer the Arborist had been contracted to update the survey. Information was not available to answer her question.

4. New Business:

a. A motion was made by Pam to approve the WTB minuets of July 17, 2025 with corrections. The motion was seconded by Elena. Motion carried.

b. New member application was received by Cillian Ammar.

Pam made a motion to Approve Cillian. Olga seconded the motion. Vote – approved

c. Financial Report:

Pam reported that our Budget for 2026 is \$15,000 which is less that the past years. She noted that we spend \$6,000 on then Arbor Day Tree Giveaway. That leaves us with \$9000 for the Historic School house renovation and other projects. We will need to partner with the Historic Board to make the project work.

d. Protentional agenda items for September:

- Tree Board membership rules regarding, length of membership, attendance requirements, quorums, etc.
- Historic School House renovation and partnership with Historic committee
- Need a new club secretary – Elena will consider
- How are minutes processed?
- Legacy Tree Map – hard copies, social media, mailer?
- Arbor Day Tree Giveaway – tree Variety discussion

5. Other items for Consideration:

a. Date and time agreed to for September 25, 9:15 due to the Windermere Garden Club Flower Show taking place on September 18-19

b. Laurie Bayles made a comment that she would be interested in a Legacy Pine tree. She would like to provide impute on tree selection for the giveaway. She would like to join the committee but her schedule would make it difficult. She would like to volunteer to help with the January tree giveaway.

c. Brandi pointed out that there is a copy of the Winter Garden Heritage tree walk map in our packets. Look at that for ideas to discuss next month for our Legacy tree map.

6. Metting Adjourned:

At 10:30 Vicki asked if there was any additional business. A motion was made by Pam to adjourn. Motion seconded by Elena. Motion car

Windermere Tree Board - **DRAFT**

Meeting Minutes – July 26, 2025

MAYOR
JIM O'BRIEN



TOWN MANAGER
ROBERT SMITH

CLERK
DOROTHY BURKHALTER

REC'D JUL 28 2025 614 MAIN STREET, WINDERMERE, FL 34786
OFFICE: (407) 876-2563 FAX: (407) 876-0103

COMMITTEE MEMBER APPLICATION FORM

1. Name: Cillian Ammar Phone: 407-766-8740
2. Home Address: 315 W 2nd Ave Windermere, FL 34786
3. Business: / Business Phone: /
4. Business Address: /

5. Email: Cillianhammar @ proton.me

6. Brief Summary of Education and Experience:

I graduated from Olympia HS in 2019 as an NHS student w/a 4.8 GPA, and got a full-ride scholarship to Bard College, where I took courses like Engaged Citizenship, Dramatic theory, scientific literacy skills + critical thinking. Volunteer w/ the Historic Board, Tree Board (for Treebute) + Nehrling Gardens for several years.

7. Are you a U.S. Citizen? Yes ☒ No ☐

8. Are you a registered voter? Yes ☒ No ☐

9. Resident of the Town for 6 Months or longer? Yes ☒ No ☐

10. Do you hold public office? Yes ☐ No ☒

11. Are you employed by the Town? Yes ☐ No ☒

12. Do you now serve on a Town Board or Committee? Yes ☐ No ☒

13. Indicate which Board(s) or Committee(s) you are interested in:

Code Enforcement Board ☐ Development Review Board ☐
Downtown Business Committee ☐ Elders Committee ☐
Historical Preservation Committee ☐ Long Range Planning Committee ☐
Parks and Recreation Committee ☐ Windermere Tree Board ☒

14. Why do you think you are qualified to serve on this board?

I've lived in Windermere nearly all my life and was raised here. I love to be involved in local community, and as "The Next Generation" I look forward to being a younger voice that brings new perspectives. I have passion for activism, environmentalism, native biodiversity, community-building, and so on — and I would love to apply my knowledge + experience to benefit the Town.

*FINANCIAL DISCLOSURE FORMS MAY BE REQUIRED FOLLOWING APPOINTMENT

Signature: Cillian Ammar Date: 07/07/2025

Note: If you have any questions, please call the Town Clerk at (407) 876-2563 ext. 5323