



Tree Preservation Board Regular Meeting

Agenda

June 28, 2022 @ 5:00 pm

Commission Chamber

City Hall

401 Park Ave South

Winter Park, FL 32789

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/bpm and include virtual meeting instructions.

assistance & appeals

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office ([407-599-3277](tel:407-599-3277)) at least 48 hours in advance of the meeting.

"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

please note

Times are projected and subject to change.

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1. **Call to Order**
 2. **Consent Agenda**
 - a. [Approval of Minutes of May 24, 2022](#) 2 minutes
 3. **Citizen Comments (for items not on the agenda): Three minutes allowed for each speaker**
 4. **Public Hearings**
(Public participation and comment on these matters must be in-person.)
 5. **Action Items**
 - a. [Vice Chair Selection](#) 5 minutes
 - b. [Meeting Schedule](#) 10 minutes
 6. **Non-Action Items**
 7. **Staff Updates**
 - a. [Reports](#) 15 minutes
 - Progress Point Tree Failure
 - Staffing Update
 - Ordinance Revision Process
 8. **Board Comments**
 9. **Upcoming Agenda Items**
 10. **Adjournment**



Tree Preservation Board

agenda item

item type	Consent Agenda	meeting date	June 28, 2022
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Approval of Minutes of May 24, 2022

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[0524.22 Minutes.pdf.pdf](#)



Tree Preservation Board Minutes

May 24, 2022 at 5:00 p.m.

Winter Park Community Center
721 W New England Ave | Winter Park, Florida

Present

Kim Ashby, Melanie Love, Jill Bendick, Steve Carras

1. Call to Order

Meeting called to order by Chairwoman Kim Ashby at 5:03pm

Motion made by Jill Bendick for Kim Ashby to continue to serve as chair; and to defer the selection of vice chair to the next meeting; seconded by Steve Carras. Motion carried unanimously

2. Consent Agenda

Approval of Minutes- April 26, 2022

Motion made by Jill Bendick to approve the consent agenda; seconded by Melanie Love. Motion carried unanimously.

3. Citizen Comments (for items not on the agenda)

4. Public Hearings

5. Action Items

6. Non-Action Items

a. Ordinance Re-Write Discussion

Josh informed the board of the history of the rewrite, any input from the board will be combined with the current ordinance that was approved by the previous board and presented to the Planning & Zoning board then to Commission for the final approval. Josh also informed the board of the proposed changes to the FS.163.045 that would ultimately allow more enforcement of the city ordinance. Chairwoman Ashby suggested and Executive Order Summary to simplify the changes.

Steve Carras recommended some literature to educate the public in the case of an emergency. Staff suggested putting this information in the Plant Guide, after discussion the board members recommended referencing the plant guide in the ordinance. It was also recommended to change the "Urban Forest Plant Guide" to "Residential Tree Guide and or Commercial Tree Guide.

7. Staff Updates

a. Run for the Trees

The Run or the Trees event was successful. Out of the 75 prize winners about 30 winners donated their tree.

b. Banyan Tree Transplant

The tree removal is scheduled to be complete and taken to Vero Beach by Thursday

c. Urban Forestry Staff Changes

Josh informed the board of the current changes within the division. Stefano has been promoted to the Superintendent of Forestry, and Josh has been promoted to Parks Services Manager. Josh now oversees multiple division such has Forestry, Landscaping, Park Maintenance and Cemeteries.

8. Board Comments

Steve Carras would like to share the information he has gathered about tree diversity

9. Upcoming Agenda Items

10. Adjournment

The meeting adjourned at 5:48 pm by Chairwoman Kim Ashby

Minutes approved the board on 06/28/2022
/s/ Recording Secretary Kesha Thompson



Tree Preservation Board

agenda item

item type	Action Items	meeting date	June 28, 2022
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Vice Chair Selection

motion / recommendation

background

alternatives / other considerations

fiscal impact



Tree Preservation Board

agenda item

item type	Action Items	meeting date	June 28, 2022
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Meeting Schedule

motion / recommendation

Staff is recommending meeting every other month and or as needed.

background

alternatives / other considerations

fiscal impact



Tree Preservation Board

agenda item

item type	Staff Updates	meeting date	June 28, 2022
prepared by	Kesha Thompson	approved by	
board approval			
strategic objective			

subject

Reports

item list

- Progress Point Tree Failure
- Staffing Update
- Ordinance Revision Process

motion / recommendation

background

alternatives / other considerations

fiscal impact