



Tree Preservation Board Regular Meeting

Agenda

July 26, 2022 @ 5:00 pm

City Hall Commission Chamber
401 S. Park Ave.
Winter Park, FL

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.

-
1. **Call to Order**
 2. **Consent Agenda**
 - a. [Approval of Minutes - June 28, 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. [Meeting Frequency](#) 10 Minutes
 6. **Non-Action Items**
 7. **Staff Updates**
 - a. [Staff Report](#) 15 Minutes
 - Kings Way Median Plantings
 - New Arborist
 - Mead Garden Projects
 - Ordinance Rewrite Work Session
 8. **Board Comments**
 9. **Upcoming Agenda Items**
 10. **Adjournment**



Tree Preservation Board

agenda item

item type	Consent Agenda	meeting date	July 26, 2022
prepared by	Laura Halsey	approved by	
board approval			
strategic objective			

subject

Approval of Minutes - June 28, 2022

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[06.28.22 Minutes.pdf](#)



Tree Preservation Board Minutes

June 28, 2022 at 5:00 p.m.

City Hall Commission Chamber
401 S Park Ave | Winter Park, Florida

Present

Melanie Love, Jill Bendick, Steve Carras, Christina Schloot, and Christine Girand

Absent

Rebecca Gallardo, Kim Ashby

1. Call to Order

Meeting called to order by Parks Services Manager, Josh Nye at 5:04pm

2. Consent Agenda

Approval of Minutes- May 24, 2022

Motion made by Jill Bendick to approve the minutes; seconded by Christina Schloot. Motion carried unanimously.

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

4. Public Hearings

5. Action Items

a. Vice-Chair Selection

Motion made by Jill Bendick nominating Christine Girand to serve as vice-chair; seconded by Steve Carras. Motion carried unanimously.

b. Meeting Schedule

Mr. Nye presented a meeting frequency of every other month per staff recommendation as the agenda and action items have not been substantial enough to warrant a meeting. Melanie Love opposed the recommendation and Steve Carras recommended tabling the item until Chairwoman, Kim Ashby, is present.

Motion made by Christine Girand, seconded by Christina Schloot, to table the item. Motion carried unanimously.

6. Non-Action Items

7. Staff Updates

a. Progress Point Tree Failure

Parks Services Manager, Josh Nye, provided an update to the Board regarding the health of the tree that was affected by the June 18, 2022 storm stating that the microburst of wind toppled the tree over but crews had the tree upright by noon June 19, 2022 and installed additional straps for added support through the storm season and allow the tree ample time to root properly.

b. Staffing Update

Mr. Nye informed the Board of his promotion to Park Services Manager as well as Stefano Alvernia's promotion to Urban Forestry Superintendent along with the upcoming Tree Care Specialist position that will be open as of October 1, 2022. This position will allow for more flexibility with the care and maintenance of city trees. Mr. Alvernia commented on having a new General Foreman that will also be working in conjunction with the Tree Care Specialist. The Tree Care Specialist will be an understudy to the Field Services Coordinator, Bruce Kern, where they can learn more about the history of the city tree canopy, the equipment and power tools required to perform the job correctly, and absorb knowledge pertaining to the City of Winter Park. A new arborist will also be joining the team as an offer has been made to one of the applicants and staff expects to have a decision by the end of the week.

c. Ordinance Revision Process

Mr. Nye provided a brief status update and informed the board that the revisions will be reviewed at the upcoming Planning & Zoning Work Session on July 12th, 2022. Once approved by Planning & Zoning staff will schedule it on the City Commission Agenda for review.

Steve Carras asked if the Board would have the opportunity to review the redlines prior to it being presented at City Commission. Staff confirmed that yes, the Board will have another opportunity to review the redlines.

8. Board Comments

Melanie Love inquired about the Tree Barricade signage and Mr. Alvernia ensured the Board that signage has been placed on the barricades.

9. Upcoming Agenda Items

10. Adjournment

Motion made by Steve Carras, seconded by Melanie Love, to adjourn at 5:39 pm. Motion carried unanimously

Chairperson _____ Date _____

Recording Secretary _____ Date _____

Minutes approved by the board on 07/26/2022
/s/ Recording Secretary Laura Halsey



Tree Preservation Board

agenda item

item type	Action Items	meeting date	July 26, 2022
prepared by	Laura Halsey	approved by	
board approval			
strategic objective			

subject

Meeting Frequency

motion / recommendation

Staff is proposing that regular meetings occur every other month
Additional meetings may be scheduled as needed

background

alternatives / other considerations

fiscal impact



Tree Preservation Board

agenda item

item type	Staff Updates	meeting date	July 26, 2022
prepared by	Laura Halsey	approved by	
board approval			
strategic objective			

subject

Staff Report

item list

- Kings Way Median Plantings
- New Arborist
- Mead Garden Projects
- Ordinance Rewrite Work Session

motion / recommendation

background

alternatives / other considerations

fiscal impact