



Tree Board

Date and Time: Wednesday, December 6, 2017 @ 2:00 p.m.

Location: Wellington City Hall, 12300 W. Forest Hill Blvd.
Council Chambers

MINUTES

I. Call To Order

Chairperson Stormi Bivin called the meeting to order at 2:00 p.m.

II. Pledge of Allegiance

Observed.

III. Attendance

A. Sign In Sheet

Members present: Stormi Bivin, Debbie Evans, Kay Brown, Richard Cosola, Scott Wortman

Members absent: Joan Kaplan and Charles Sandell

Staff present: David Flinchum, Planning and Zoning Manager; J. Higbie, Senior Planner, Planning and Zoning; Brian Hopper, Operations Supervisor, Landscape Division; Chris Macfarlane, Assistant Recording Secretary; Michelle Diaz, Public Works.

IV. Meeting Minutes

A. October 4, 2017 Tree Board Meeting Minutes

A motion was made by Ms. Debbie Evans, seconded by Mr. Scott Wortman to approve and adopt the October 4, 2017 Tree Board meeting minutes, approved unanimously by Ms. Stormi Bivin, Ms. Debbie Evans, Ms. Kay Brown, Mr. Richard Cosola, Mr. Scott Wortman (5-0), with Ms. Joan Kaplan and Dr. Charles Sandell absent.

V. Staff Updates

A. Recent Plantings and Status Updates – Brian Hopper

Mr. Brian Hopper advised that there were no recent plantings. Concentration has been on landscaping and curb appeal for the Holiday Season. Planting of trees is scheduled to begin again in January/February.

VI. Old Business

A. Commemorative Tree Program

The Commemorative Tree Program form was reviewed and the Tree Board members agreed to suggested modifications discussed at the previous meeting.

A motion was made by Mr. Richard Cosola, seconded by Ms. Kay Brown and was unanimously passed by the Board (5-0) approving the Commemorative Tree Program with the modifications, with Ms. Joan Kaplan and Dr. Charles Sandell absent.

VII. New Business

A. Proposed Landscape Manual Workshop – David Flinchum

David Flinchum reviewed the proposed Landscape Manual, along with the Tree Board members' recommendations. A copy of the Manual had been emailed to members prior to the meeting. Discussion followed, including mandatory removal for prohibited trees, adding more native trees to the list, and mulch restrictions. Mr. Flinchum advised that they would meet with the Tree Board again early 2018 to discuss Landscape Division Sections 7.3 Landscape and Buffering and 7.5 Tree Protection.

B. F.L.O.W.E.R. Award Nominations

The F.L.O.W.E.R. Award Criteria form was reviewed with the verbiage, which now includes "street side" at the bottom of the criteria, for further clarification. "Note: This award program focuses on the front side/street side along with any..." This allows for a property to be included that has street side landscaping where frontage may not be visible.

To date, no F.L.O.W.E.R. Award nominations were received. Debbie Evans said that she will have a recommendation. All nominations are to be submitted to Brian Hopper and will be reviewed at the Tree Board meeting in March.

C. Earth/Arbor Day 2018 Event

Brian Hopper advised that the date for the Earth/Arbor Day 2018 event is scheduled for Saturday, April 21, 2018, from 4:00 p.m. to 7:00 p.m. at the Amphitheater.

There was discussion to be sure to bring plenty of brochures to give away and also basic information on planting. Also, it was noted to have a few copies of the updated Landscape Manual at the Earth/Arbor Day event.

D. Tree Seedling Giveaway

Brian Hopper advised that he will look to see which seedlings are available for the giveaway, including Firebush, some Canopy trees, and Live Oaks, giving attendees different size options (small, medium and large trees).

E. Tree Care Tips, Proper Pruning Flyer – Utility Bill Inserts

Brian Hopper advised the Tree Board that once again this year the “Tree Care Tips, Proper Pruning” flyer will be distributed through utility bill inserts/electronically.

VIII. Comments

Richard Cosola brought up the former Beautification Program and that he would like to go before Council to see if that program could come back.

IX. Adjourn

There being no further business to come before the Board, a motion was made by Mr. Richard Cosola, and seconded by Ms. Debbie Evans and unanimously passed by the Board (5-0), with Ms. Joan Kaplan and Dr. Charles Sandell absent, to adjourn at 3:17 p.m.

Approved and Adopted: _____
Signature Date

Chris Macfarlane, Assistant Recording Secretary