



## TREE BOARD MEETING MINUTES

WEDNESDAY, DECEMBER 5, 2018 @ 2:00 P.M.

### I. CALL TO ORDER

Stormi Bivin, Chairperson, opened the meeting at 2:00 p.m.

### II. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was observed.

### III. ATTENDANCE

**Member present:** Stormi Bivin, Richard Cosola, Debbie Evans, Kay Brown (left at 3:00 p.m.), Charles Sandell, and Steve Lisi

**Members absent:** None

**Staff present:** Brian Hopper, Operations Supervisor, Landscape Division; David Flinchum, Planning and Zoning Manager; Ryan Harding, Planning and Zoning; Michelle Diaz, Assistant Recording Secretary; and Chris Macfarlane, Public Works

Stormi Bivin requested to move "Landscape Enhancement Project," a presentation by David Flinchum (under VII. NEW BUSINESS), to be first on agenda items (before the Approval of Minutes).

**A motion was made by Richard Cosola to move the "Landscape Enhancement Project," a presentation by David Flinchum, under VII. NEW BUSINESS on the agenda to be the first item of discussion, seconded by Charles Sandell and unanimously passed by Stormi Bivin, Richard Cosola, Debbie Evans, Kay Brown, Charles Sandell, and Steve Lisi (6-0).**

### IV. APPROVAL OF MINUTES

#### A. SEPTEMBER 5, 2018 TREE BOARD MINUTES

Debbie Evans stated a correction be made under Section VI. OLD BUSINESS, Sub-section A. LANDSCAPE REGULATIONS – CORY CRAMER, on the seventh paragraph, second sentence. Ms. Evans requested that the word "at" be changed to "as" ("...describes grubbing at as the removal of vegetation...").

Stormi Bivin suggested a change be made to an item under Section VIII. COMMENTS, on the fourth paragraph, second sentence. Ms. Bivin requested that the word "peripheral" be changed to "periphery".

**A motion was made by Charles Sandell, seconded by Debbie Evans, to approve and adopt the September 5, 2018 Tree Board meeting minutes, with corrections, unanimously passed by Stormi Bivin, Richard Cosola, Debbie Evans, Kay Brown, Charles Sandell and Steve Lisi (6-0).**

**V. STAFF UPDATES**

**A. RECENT PLANTINGS & STATUS UPDATES – BRIAN HOPPER**

Brian Hopper updated the Tree Board on recent plantings and status updates. Mr. Hopper distributed a list of trees planted since the last Tree Board meeting. Mr. Hopper specified that in addition to these trees, a total of 588 have been planted for 2018.

Mr. Hopper informed the Tree Board members about the large project going on at K-Park (441 and Stribling Way).

Mr. Hopper discussed Tree City USA and the Tree City USA Growth Award. Mr. Hopper advised that initial approval from the State Forester has been received and forwarded to Arbor Day Foundation for final approval. We will be expecting approval in approximately a couple of weeks and will inform Tree Board members when approval is received.

**VI. OLD BUSINESS**

**A. HOA EDUCATION ON HAT-RACKING**

Brian Hopper advised that approximately 1,500 “Tree Care Tips” brochures were sent out to approximately 150 HOAs/property management companies, along with a cover letter from Mr. Hopper.

Debbie Evans suggested the idea of sending educational material on invasive plants. Brian Hopper stated HOAs are required to maintain the invasive plants within their communities. Stormi Bivin mentioned the Tree Board previously created a brochure with alternative plants for invasives, stating she would bring it to the next Tree Board meeting.

**B. TREE INVENTORY – PHASE I**

Brian Hopper advised that Tree Inventory Phase I has been completed. Mr. Hopper stated that we have half of an inventory, therefore we cannot draw any conclusions at this time. Mr. Hopper additionally specified we applied for the same grant to complete the inventory and have the consultant create a management plan based on the final results.

Mr. Hopper detailed that all major roadways in medians, public swales, and 11 parks were completed. Mr. Hopper specified that we still have 25 neighborhood parks to complete, in addition to all Village-owned buildings and grounds.

Stormi Bivin requested that any future reports of the inventory be sent electronically only. Brian Hopper stated that we can send them electronically.

Debbie Evans asked if Lake Worth Road, Stribling Way, and Flying Cow Road were included in the major roadways. Brian Hopper stated that we do not have any Village trees on Lake Worth Road and any trees on that road fall under the responsibility of the HOAs. For Stribling Way, it was not included at the time. As for Flying Cow Road, Mr. Hopper stated that he does not consider this a major roadway and said that if we have enough money in Phase II, it will be included.

Debbie Evans asked about the Urban Forest Management Plan and when we will receive it. Brian Hopper stated that if we are successful in the grant application, it would be towards the end of next year.

## **VII. NEW BUSINESS**

### **A. LANDSCAPE ENHANCEMENT PROJECT – DAVID FLINCHUM**

David Flinchum informed Tree Board members of the “Roadway and Bikeway Enhancement Projects.” Mr. Flinchum discussed the proposed removal of the Washingtonian Palms along Aero Club Drive and replacing them with new landscaping and bike lanes.

Mr. Flinchum also mentioned the proposed bike path loop along Greenview Shores Boulevard and Flying Cow Road.

Stormi Bivin inquired about the number of negative incidents that occur due to the Washingtonian Palms, over the course of them being planted. David Flinchum stated that the trees are currently in poor condition and present a possible hazard.

Charles Sandell stated that bikers in the roadway should have some type of light on at night.

Stormi Bivin asked for clarification on the estimated date of the project. David Flinchum confirmed that the project is estimated to start in 2019.

### **B. F.L.O.W.E.R. AWARD RECOMMENDATIONS/APPROVAL**

Steve Lisi submitted a nomination for 119 Old Country Road South. Stormi Bivin commented that this address had previously won an award, therefore it cannot be included for this year.

One F.L.O.W.E.R. Award nomination was received by Kay Brown. Stormi Bivin stated that she has two nominations and Steve Lisi has one nomination, which will be sent to Tree Board members by staff. Debbie Evans indicated that she will be sending one nomination to staff, which will be forwarded to Tree Board members.

It was agreed by all Tree Board members that F.L.O.W.E.R. Award nominations be submitted to Brian Hopper by February 1, 2019.

### **C. EARTH/ARBOR DAY 2019 EVENT**

Brian Hopper advised that Earth/Arbor Day Event is still scheduled for 2019 and will provide information once available.

### **D. TREE SEEDLING GIVEAWAY**

Brian Hopper advised that the Tree Seedling Giveaway is once again scheduled for 2019. Mr. Hopper stated that he will try to obtain Walter's Viburnum and Firebush seedlings for the giveaway program.

### **E. TREE CARE TIPS, PROPER PRUNING FLYER – UTILITY BILL INSERTS**

Brian Hopper confirmed that the same "Tree Care Tips" brochure is scheduled to be sent out this Spring with the Utility bill inserts, as we do each year.

Stormi Bivin discussed a "Palm Beach Post" article detailing the tough tree rules implemented within the Village of Royal Palm Beach.

## **VIII. COMMENTS**

Brian Hopper advised that he will send Tree Board members the GIS breakdown on the Tree Inventory, once he receives it.

Charles Sandell spoke about Pine trees being next to residents' homes and the possible threat they bring depending on where they are planted.

Stormi Bivin requested if the Tree Board minutes of the previous meeting be sent to her before any upcoming Tree Board meeting. Michelle Diaz stated that staff will look into this request and will advise Ms. Bivin.

## **IX. ADJOURN**

**A motion was made by Richard Cosola, and seconded by Charles Sandell to adjourn at 3:30 p.m. The motion was unanimously passed 5-0, with Stormi Bivin, Richard Cosola, Debbie Evans, Charles Sandell and Steve Lisi in favor, with Kay Brown absent.**

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Approved and Adopted: \_\_\_\_\_  
Signature

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Date

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Michelle Diaz, Assistant Recording Secretary