



TREE BOARD MEETING MINUTES

February 15, 2023 at 5:30 PM

COMMISSION CHAMBERS - 202 E. MAIN STREET, DUNDEE, FL 33838

Phone: 863-438-8330 | www.TownofDundee.com

CALL TO ORDER by Chair Aguilar

PLEDGE OF ALLEGIANCE led by Chair Aguilar

ROLL CALL taken by Clerk Glogowski

Present:

Sheila Aguilar
Michelle Smith
Tracy Barnhill
David Joubert

Absent:

Town Clerk Garcia informed the Board that she would be leaving the Town of Dundee effective 02/17/2023 and it has been a pleasure to work with the Tree Board and she looks forward to what they will do. Trevor Douthat will be taking over as Interim Town Clerk.

The board congratulated Ms. Garcia and wished her well.

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

Chair Aguilar opened the floor for public comment, with no public coming forth the floor was closed.

NEW BUSINESS

1. Discussion and Action, Introduction of Members and Staff

Clerk Glogowski introduced the new board member, David Joubert.

Mr. Joubert greeted the board.

2. 2022/2023 Budget

Chair Aguilar provided an explanation of the budget.

Member Smith asked for the difference in the budget listed. Ms. Glogowski explained that ArborPro subscription has already been removed from the total so that balance shown is the amount to be spent by end of fiscal year.

3. March 9, 2023 Dundee Elementary Academy STEM Night

The board discussed options of what to do for STEM night. The board will plant flowers like they did last year. With the exception of the children putting the dirt in the cups. Town staff will assist the Tree Board by purchasing the necessary supplies of wading pools, 300-350 clear cups, shovels/scoopers, 300 annuals, potting soil, water will be supplied in town igloo coolers instead of water bottles. Town Staff will also assist the Tree Board at the STEM event.

Clerk Garcia mentioned that it would be a good idea to submit a donation request to Lowes & Home Depot at the new fiscal year for next year's events.

The event is to be held on Thursday March 9th and clerk Glogowski will confirm the time and will email board members.

MOTION TO APPROVE budget of \$500.00 for STEM Night, made by Smith, seconded by Aguilar. Passed Unanimously.

Ayes: Barnhill, Smith, Aguilar, Joubert

4. Discussion of 2022/2023 Arbor Day Celebration

The Tree Board discussed their goals for 2023 with Staff. After reviewing the 2022/2023 budget the balance left to spend will be \$8,482.00.

Arbor Day is April 28, 2023 and the Arbor Day Proclamation will be presented at the April 11, 2023 Town Commission Meeting. It is requested that all board members attend the April 11th Commission Meeting if they are able to. Board member Joubert stated he will be unable to attend due to prior commitments.

With the board holding city wide cleanup for residents the previous couple of years, the board discussed doing the story walk education boards that had been previously considered. Clerk Glogowski stated that the prices were from a quote that was received last year, the town has reached out for an updated quote, and we are waiting to get that back. Once that is received Clerk Glogowski will email that information to the board members. It was decided to purchase 16 signs, that will be placed around Lake Menzie. The board will discuss and choose the story panels at a future meeting. After the order is placed the board will need a timeline so they can plan for the grand opening, which will be discussed at the April meeting. Briefly discussed options for the grand opening to include having vendors and sponsors.

Discussion was had regarding the status of the triangle at Dundee Depot where trees were lost due to Hurricane Ian. Discussion on this item will be tabled until a future meeting.

MOTION TO APPROVE budget of \$6,000.00 for 16 Story Walk stands to be placed at Lake Menzie. made by Smith, seconded by Aguilar. Passed Unanimously.

Ayes: Barnhill, Smith, Aguilar, Joubert

Chair Aguilar amended the agenda to add item #7 to elect a Vice-Chair.

5. ArborPro Tree Maintenance Findings & Recommendations

Public Works Director, John Vice provided update on the priority 1 and priority 2 tree removal recommendations. Director Vice stated that ArborPro recommendations will take multiple years to complete, as it is not financially possible to complete all in one fiscal year, but priority 1 and priority 2 will remain at the top of the list. Director Vice stated that he is working with Town Manager, Tandra Davis, who bears the financial responsibility of removing the trees, whether it be the town or the tree board. Director Vice, requested to remove three (3) trees at Lake Menzie first. Members requested an update on cost from staff at the next meeting so they can decide how much to budget.

6. Tree Trimming & Removal Update

Director Vice provided update on the trees. Director Vice requested to remove two trees on the side of the Polk County Sheriff's Department building.

7. Election of Vice-Chair

Chair Aguilar nominated board member Smith. Board member Smith accepted the nomination.

MOTION TO APPROVE elect board member Michelle Smith as Vice-Chair, made by Aguilar, seconded by Joubert. Passed Unanimously.

Ayes: Barnhill, Smith, Aguilar, Joubert

REPORTS FROM OFFICERS

Public Works Department Comments

Town Administration Comments

Board Member Comments

Chairperson Comments

ADJOURNMENT 6:47pm

Respectfully Submitted,

Melissa Glogowski, Executive Administrative Assistant

APPROVAL DATE: _____

AYES: _____ **NAYS:** _____