



# DUNDEE TREE BOARD

LOCATION: DUNDEE TOWN HALL  
202 MAIN STREET, DUNDEE, FLORIDA

## DUNDEE TREE BOARD MINUTES FOR JUNE 21, 2023

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**CALL TO ORDER:** Sheila Aguilar  
**PLEDGE OF ALLEGIANCE:** Sheila Aguilar  
**ROLL CALL:** Melissa Glogowski

### BOARD MEMBERS

**Present:** Sheila Aguilar  
Michelle Smith  
David Joubert

**Absent:**

**STAFF PRESENT:** Melissa Glogowski, Executive Administrative Assistant  
John Vice, Public Works Director  
Lorraine Peterson, Town Planner

### AGENDA

#### APPROVAL OF MINUTES

- Tree Board Meeting – January 18, 2023
- Tree Board Meeting – February 15, 2023

***MOTION TO APPROVE the Tree Board Minutes of 01/18/2023 & 2/15/2023 made by Board Member Smith. Seconded by Board Chair Aguilar. Passed Unanimously.***

*AYES: Aguilar, Joubert, Smith*  
*NAYS: None*

#### ITEM 1: DISCUSSION & ACTION – BOARD MEMBER RESIGNATION

Executive Administrative Assistant, Melissa Glogowski reported that Tracy Barnhill had submitted her resignation from the Tree Board.

***MOTION TO ACCEPT the resignation of Tracy Barnhill made by Vice Chair Smith. Seconded by Board Member Joubert. Passed Unanimously.***

*AYES: Aguilar, Joubert, Smith*  
*NAYS: None*

#### ITEM 2: DISCUSSION & ACTION: 2023 ARBOR DAY

Clerk Glogowski informed the board that with the purchase of the Story Walk at Lake Menzie and participation in Dundee Elementary Academy STEM Night, they had met their requirements for Tree City USA/WORLD.

***MOTION TO APPROVE with that as they had already met the criteria, they would not be holding another event this year but would instead focus on the Dundee Beautification Program, passed by consensus.***

**ITEM 3: DISCUSSION & ACTION 2022-2023 TREE BOARD BUDGET**

Board members verified the remaining balance in the budget to be approximately \$3000.000.

Discussed the beautification application & nomination forms, qualifications for winning, possible sponsorship and/or donations, Promotion will begin after 08/16/2023 meeting and first winner will be chosen at the October meeting. The board also decided to a residential holiday decoration contest for Christmas, will discuss this more at the October meeting.

***MOTION TO APPROVE to approve \$1500.00 to be designated to purchase yard signs, made by Board Chair Aguilar. Seconded by Board Member Joubert. Passed Unanimously.***

*AYES: Aguilar, Joubert, Smith*

*NAYS: None*

***MOTION TO APPROVE to include \$50.00 gift card along with gift in the winner's basket made by Board Chair Aguilar. Seconded by Board Member Joubert. Passed Unanimously.***

*AYES: Aguilar, Joubert, Smith*

*NAYS: None*

***MOTION TO APPROVE that any remaining budget balance will be designated toward the purchase plants/flowers/signs to beautify Dundee at town staff's discretion made by Board Chair Aguilar. Seconded by Board Vice-Chair Smith. Passed Unanimously.***

*AYES: Aguilar, Joubert, Smith*

*NAYS: None*

**ITEM 4: DISCUSSION & ACTION – TREE TRIMMING & REMOVAL UPDATE**

Public Works Director, John Vice, provided a update on the trees trimming & maintenance around town.

***MOTION TO APPROVE the Public Works Director to reach back out to complainant with information learned, passed by consensus.***

**REPORTS FROM COMMITTEE OFFICERS**

- **PUBLIC WORKS DEPARTMENT COMMENTS**
  - None
- **TOWN ADMINISTRATION COMMENTS**
  - Looking for volunteers to be on the Christmas Event Committee & the Centennial Celebration Committee
    - Christmas Committee – All members volunteered
    - Centennial Committee – David Joubert, Michelle Smith volunteered
- **BOARD MEMBER COMMENTS**
- **CHAIRPERSON COMMENTS**
  - Apologized for being late.

**ADJOURNMENT**

**Motion to Adjourn at 6:54pm**

**Respectfully Submitted,**

**Melissa Glogowski**

**Melissa Glogowski, Exec. Admin. Asst.**

**APPROVAL DATE: \_\_\_\_\_**

**AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_**