



Town of Lake Park, Florida

Tree Board Meeting Minutes

Tuesday, August 11, 2026 at 6:00 PM

Town Hall Commission Chamber, 535 Park Avenue, Lake Park, FL 33403

Brady Drew	—	Chair
Gillian Kennedy Wright	—	Vice-Chair
Shana Phelan	—	Board Member
Mary Beth Taylor	—	Board Member

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Tree Board, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need 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. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.

CALL TO ORDER/ROLL CALL

6:00pm

Present:

Chair Brady Drew

Vice-Chair Gillian Kennedy Wright

Board Member Shana Phelan

Absent:

Board Member Mary Taylor

PLEDGE OF ALLEGIANCE

Chair Drew led the Pledge of Allegiance.

CONSENT AGENDA:

Motion to approve the consent agenda made by Board Member Phelan, Seconded by Vice-Chair Kennedy Wright.

Voting Yea: Chair Drew, Vice Chair Kennedy Wright, Board Member Phelan.

1. May 12, 2026 Tree Board Meeting Minutes

OLD BUSINESS:

2. Town of Lake Park Townwide Public Tree Inventory and Condition Assessment.

Public Works Director Jaime Morales provided a presentation (Exhibit A) and explained that he is preparing for an upcoming grant window that opens in September that may fund the assessment phase of the tree inventory. He stated that the Town Manager had expressed an interest in utilizing storm water funds to match the grant.

Vice-Chair Kennedy Wright stated that the information is straightforward and detailed. Chair Drew stated that he is glad they are moving forward with grant proposal and asked if the Town would use an arborist or internal staff in regards to section five. He also asked about public outreach in section 6 and if there will be clear guidance on plants and trees. Public Works Director Morales stated that for section five, a certified arborist would most likely be used and for section six, a list of plants and trees is in the works. He went on to say that there is currently no defined list of trees or plants, but that he envisions this as a sub task and we can ask a professional to provide a palette for adoption by the Town. Chair Drew asked about section eight in regards to Town maintenance for future trimming, etc. Public Works Director Morales stated that according to the Town's code, the property owners are responsible for swales but that the Town, as custodians of the right of way, have responsibility as well. He stated that they would have to amend the code and have the funds to support it and that the Town can't commit to that right now due to proposed tax changes.

Public Works Director Morales stated that if the grant is awarded then they would then need to go through the procurement process to select a professional firm so the work can begin. Vice-Chair Kennedy Wright asked when the award would be granted. Public Works Director Morales stated that the grant period is open until approximately the second week in October and that he has not found any other grants that would fit our needs for the full inventory. However, there may be grant funding available for other phases.

PUBLIC COMMENT:

This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Agency Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes. NONE

STAFF MEMBER COMMENTS: None

Chair Drew announced the meeting was adjourned at 6:12pm.

Town Seal

Approved on this _____ of _____, 2026