



Town of Lake Park, Florida

Tree Board Meeting Minutes

Tuesday, May 12, 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

6:00 pm

PRESENT

Chair Brady Drew

Vice-Chair Gillian Kennedy Wright

Board Member Shana Phelan

Board Member Mary Taylor

PLEDGE OF ALLEGIANCE

Chair Drew led the Pledge of Allegiance.

PRESENTATIONS:

1. Townwide Swale Restoration Initiative and Request for Tree Board Collaboration on Right-of-Way Tree Inventory

Public Works Director Jaime Morales explained that the Town wants to start a swale restoration initiative and a tree inventory also needs to be conducted throughout the Town. He stated the process

for assessing the trees in Town is a missing component and he is seeking Board input. Chair Drew emphasized the importance of lifting the tree planting permit moratorium. Public Works Director Morales stated that they would like to move in that direction, but a tree inventory would need to be completed in order to be able to compile a list of recommended trees that can be planted in the swales. Chair Drew spoke about the benefits of an application called "I-Tree" that could help quantify storm water benefits. Chair Drew asked who would be undertaking the tree inventory. Public Works Director Morales referenced the framework document that was a part of the agenda packet (Exhibit A), which outlines several options including potential assistance from the Tree Board Members. Board Member Taylor suggesting breaking up the inventory into smaller sections with a possible trial area beginning on Park Avenue. Public Works Director Morales explained how the inventory could be completed without hiring a professional, using staff and current available technology for location mapping. Board Member Phelan asked if there were funds in the budget that could be used for this initiative. Public Works Director Morales stated that with the current budget constraints, he is trying to find other solutions so that this initiative can begin. Board Member Phelan stated that having a professional come in and do the inventory would yield better quality data and suggested asking the Commission to consider approving the cost for the inventory in the coming budget cycle. Public Works Director Morales stated that in two years' time, the Town will be having a road assessment done and they could request that they also provide the tree inventory at the same time but he stated that starting the process now is what he recommends. Board Member Taylor stated that this initiative falls within the Town's strategic plan and it should be up to the Town Commission to fund it. Vice-Chair Kennedy Wright suggested breaking up the inventory into smaller bites. She also suggested utilizing local schools/colleges to include the tree survey into future curriculum for school credit or partnering with neighboring communities who have arborists on staff. Public Works Director Morales stated he would reach out to some neighboring communities and also spoke about an app that could be used by Town residents to survey the trees on their properties. The Board stated that they would prefer to have the initial inventory done by a professional. The Board also spoke about educating residents about the initiative and to include a reminder that they are currently not allowed to plant anything. Public Works Director Morales suggested the possibility of breaking the inventory up into four phases, so as to spread the cost out over a longer period of time. Board Member Phelan stated that they should ask for the full amount upfront and if they say no, then it can be adjusted down from there. Public Works Director Morales asked the Board if they were aware of any grants that could be utilized. Board Member Phelan spoke about an Urban & Community Forestry Grant for 50/50 matching, open to governments for tree canopy and inventory. Public Works Director Morales stated that he would look into that immediately. Chair Drew

asked how the obstruction of flow would be quantified in the survey. Public Works Director Morales stated that they would examine multiple factors such as the root system and the over-slope being a possible obstacle and talked about various potential remedies with removal of the tree being the last resort option. Board Member Phelan requested that the Board as a whole be notified when the request for funds goes before the Commission so that they can be present.

CONSENT AGENDA:

Motion to approve the consent agenda made by Board Member Phelan, Seconded by Board Member Taylor.

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

2. Minutes of the March 17, 2026 Special Called Tree Board Meeting

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

COMMITTEE MEMBER COMMENTS:

-Board Member Taylor spoke about the 2nd Street sub-station and a letter she received from a resident about it being an eye-sore. Public Works Director Morales stated that this area is temporary and the landscaping will be restored. He stated he will reach out to the resident to provide an update.

-Board Member Phelan expressed gratitude for the Arbor Day Celebration.

-Chair Drew stated it would be nice to go back next year and measure the tree they planted on Arbor Day.

STAFF MEMBER COMMENTS: NONE

ADJOURNMENT:

Motion made by Board Member Taylor, Seconded by Board Member Phelan.

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

Meeting adjourned 7:10 pm.

FUTURE MEETING DATE: The next scheduled Tree Board Meeting will be conducted on June 9, 2026.

Chair

Deputy Town Clerk, Laura Weidgans

Town Seal

Approved on this _____ of _____, 2026