

**VERO BEACH TREE AND BEAUTIFICATION  
COMMISSION MEETING  
March 21, 2019 – 9:00 a.m.  
Council Chambers, City Hall, Vero Beach, Florida**

**AGENDA**

**1. CALL TO ORDER**

**2. APPROVAL OF MINUTES**

A) **January 17, 2019**

**3. ELECTION OF OFFICERS**

A) **Chairman**

B) **Vice-Chairman**

**4. PUBLIC COMMENT**

**5. NEW BUSINESS**

A) **Dedicatory Tree Application – Wesley Gensel**

B) **Arbor Day - April 26, 2019 - Proclamation and Arbor Day Tree Planting**

**6. OLD BUSINESS**

A) **Discussion of the Arbor Day Foundation - Community Canopy Program Information and Agreement**

B) **Approval of the Centennial Plaque Design**

C) **Commission Member's Ideas on the Wording for the Dedicatory Bench Plaque at the Centennial Tree Location**

D) **Recap of the Beautification Weekend Event**

E) **Update on the 100<sup>th</sup> Anniversary Events**

**7. TREASURY REPORT**

**8. CHAIRMAN'S MATTERS**

A) **Report on the Planning and Zoning Meeting and the City Council Meeting regarding the Ordinance on the Tree Replacement Fund.**

**9. MEMBER'S MATTERS**

A) **Discussion of Mrs. Katherine Booth's Best Practices Tree Pruning Methods Presentation from January**

- B) Discussion of the Tree Dedication pages on the City's Website – Mrs. Katherine Booth**
- C) Recap of the Library Informational Meeting – Ms. Cynthia Schwarz**

**10. NEXT MEETING DATE**

- A) Next Meeting Date – April 18, 2019**

**11. ADJOURNMENT**

This is a Public Meeting. Should any interested party seek to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings and that, for such purpose, they 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. Anyone who needs a special accommodation for this meeting may contact the Americans with Disabilities Act (ADA) Coordinator at 978-4920 at least 48 hours in advance of the meeting.

**VERO BEACH TREE AND BEAUTIFICATION  
COMMISSION MINUTES  
January 17, 2019 – 9:00 a.m.  
Council Chambers, City Hall, Vero Beach, Florida**

**PRESENT:** Vice Chairman, Marilyn Black Dussault; Members: Cynthia Schwarz, and Neal Roe  
**Also Present:** Grounds Maintenance Manager, Nanette Haynes and Senior Administrative Assistant, Rita Hawkins

**Unexcused Absence:** Mrs. Fran Robinson

**1. CALL TO ORDER**

Vice Chairman Dussault called today's meeting to order at 9:00 a.m. and the City Clerk performed the roll call.

**2. APPROVAL OF MINUTES**

**A) December 20, 2018**

**Ms. Schwarz made a motion to approve the minutes of the December 20, 2018 Tree and Beautification Commission meeting. Mr. Roe seconded the motion and it passed unanimously.**

**3. PUBLIC COMMENT**

None

**4. NEW BUSINESS**

**A) Best Practices Tree Pruning Methods – Mrs. Katherine Booth**

Mrs. Katherine Booth stated that she attended today's meeting to present the Best Management Practices of Pruning Mature Trees to the Tree and Beautification Commission (copy attached to the original minutes). She stated that she is a permanent resident of Vero Beach in Vista Gardens Condo Association, which is in the County. Today she will be talking about the mature Oak Trees. She said that she also made this presentation at a County Commission meeting and she asked for their landscaping and tree protection Ordinances be updated to reflect the best management practice when pruning mature trees. She said that no vote was taken at that meeting. She met with Commissioner Adams who told her to reach out to other individuals to obtain their support. When she found out about the Tree and Beautification Commission she thought this would be a good group to hear this presentation. She hopes the Commission will support what she has to present to them. She said she is concerned about the southern Oak Trees, because of the inappropriate pruning going on throughout the State of Florida. She continued going through her Power Point presentation. She believes that Ordinances need to be enforced to protect the mature Oak Trees. She referred to the current Indian River County Ordinance and that they use the guideline of removing no more than 25 percent of the living crown on a tree. The University of Florida standard calls for the removal of only 10 percent of the foliage on a mature tree.

Mrs. Dussault asked if the University of Florida's program is the key statewide, how does the County have an Ordinance that appears to violate the State law. Mrs. Booth replied that the County uses the American National Standards Institute's (ANSI) recommendations, which are standards that have been used throughout the United States for a very long time.

Mrs. Dussault asked Ms. Nanette Haynes, Grounds Maintenance Manager, how the County can be in such conflict. Ms. Haynes replied that she cannot speak on anything regarding the County.

Mrs. Dussault asked if the 25 percent is a national study, or are there different requirements between other Oak Trees and the Live Oak trees that are hurricane resistant. Mrs. Booth replied that the 25 percent rule is for all trees across the board, so she would like the standards updated to save the southern Live Oak Trees.

Mr. Roe asked how would this apply to companies like Florida Power and Light. Mrs. Booth said that unfortunately a lot of trees are growing right under the utility lines. If these companies know what to do they can preserve the interior of the trees and still accommodate the utility lines.

Mrs. Booth said that in the development where she lives, which is in the County, all the trees were pruned well over the 25 percent. That is what started her on this journey with trying to protect the mature trees. She continued going through the Power Point presentation.

Mr. Roe said that he does not want to be rude, but he is a volunteer and he is on the job. He wants to be educated, but this is a very lengthy presentation.

Mrs. Dussault said she agrees and stated that the Commission has a very full agenda today, so she asked Mrs. Booth to sum up her presentation. She also suggested that her presentation might fit very well with the informational sessions that they will be doing at the Library.

Mrs. Booth said that is fine. They have just had a lot of questions. She continued with the Power Point presentation and covered the important points.

Mrs. Dussault said that her presentation has been very informative and educational, but she would recommend that she start at the top with the State regulations.

Ms. Schwarz said she will be in touch with her about doing a presentation at the Library. Mr. Roe said that he will also be in touch with her.

#### **B) Beautification Weekend Banner, Yard Signs, and Yard Debris Pickup**

Ms. Schwarz said that they need to apply for the permit stickers for the yard signs. She did it one (1) year and placed them all over town, but when Mr. Runge displayed them they were consolidated in a couple of areas.

Mr. Roe said the Alzheimer and Parkinson Association has a good list of sign locations. He will check to see if they will share it with the Commission and he will email it to the City Clerk's office.

Ms. Schwarz said that during previous beautification weekends they announced that yard debris would be picked up, even if it is a large amount. Ms. Haynes said she is not sure on the amount, but the debris will be picked up on the normal scheduled day, which is Wednesday. There will not be a special pickup.

**C) Recruiting New Tree and Beautification Commission Members**

Mrs. Dussault reported that Mrs. Barbara Leigh resigned from the Tree and Beautification Commission. She said they are down to four (4) members and the Commission needs to see if they can come up with some sort of recruiting mechanism within the Commission. They have to do more, because being on the Commission provides such a wonderful opportunity to do so many things for the City. She also announced that Mr. Roe and Mrs. Robinson have both been moved up to full members by the City Council at the last City Council meeting.

**5. OLD BUSINESS**

**A) Pricing for MacWilliam Park Centennial Tree Plaque – Ms. Nanette Haynes**

Ms. Haynes stated that she is still waiting on the company to give her a price quote on the plaque.

**B) Update on the 100<sup>th</sup> Anniversary**

Mrs. Dussault stated that the 100<sup>th</sup> Year Anniversary Celebration is going very well. The Centennial Committee's next meeting is January 31, 2019. She said she was told that the poster contest went very well. They had enough participants to create a poster with all of the children's art work and they will be selling the posters. The Tree and Beautification's Centennial tree dedication will take place in May on Founders Day. She announced that she also joined the Interfaith Committee which will be a large part of the Founders Day celebration. It is a gathering of all the churches, synagogues, mosques, etc., and the program will include music, chorus, etc. She said since this will be such a big part of the unveiling of the Tree and Beautification Commission's gift to the City she decided to be a part of the Interfaith program as well. Ms. Schwarz asked who is the head for the Interfaith group. Mrs. Dussault said that it is a variety of pastors and members of the religious community, but she does not know if there is a head person or group. They were loosely formed and they have a meeting on January 24, 2019 where they will cover more details.

**C) Update on the Proposed Changes to the City Tree Ordinance**

Mrs. Dussault reported that she attended the Planning and Zoning Board meeting last week. She said she did not realize that their Ordinance with the proposed changes was on the Planning and Zoning Board agenda in December, so subsequently she was not in attendance. She said she made a presentation to them and answered their questions. She explained that the invasive species portion that they asked to have removed was not done, because the Planning and Zoning Board had many questions as to why it was in there to begin with. The irrigation portion that the Tree and Beautification Commission requested is in there and they did pass it. Her understanding is that the Ordinance will go to the City Council for consideration. She continued explaining what she and the Planning and Zoning Board discussed at the meeting.

**D) Arbor Day Foundation - Community Canopy Program Information and Agreement**

Mrs. Dussault thanked Ms. Schwarz for providing the information and agreement that she obtained from the Arbor Day Foundation. She would like to add this to their agenda for their next Tree and Beautification Commission meeting once they have all had a chance to review it and research it further.

**E) Tree Giveaway Project**

Ms. Schwarz stated that the Tree Giveaway Project is on hold until they finalize researching the Community Canopy Program.

**F) Update on Proposed Dedicatory Bench at the Centennial Tree Location**

Mrs. Dussault said the Commission discussed this last meeting and she is not sure if they have decided on what they want the plaque to read. She envisioned that the plaque would basically state the bench is dedicated to, or in honor of all those who have served on the Tree and Beautification Commission for the City. She asked everyone to think about the wording for the plaques and this item will be on their next agenda for further discussion.

**G) Review Revised Annual Report**

Mrs. Dussault said that each Commission member received a revised copy of the annual report (on file in the City Clerk's office). She said she reviewed it and it looks great. She asked if anyone had any changes, corrections, additions, etc.

**Mr. Roe made a motion to approve the 2018 annual report for the Tree and Beautification Commission. Ms. Schwarz seconded the motion and it passed unanimously.**

**6. TREASURY REPORT**

Mrs. Dussault reported that the Tree Replacement/Mitigation Fund has a balance of \$62,172.57 and the Tree Planting Application Fund had a balance of \$769.21. These figures were as of December 20, 2018 and they have been added to the annual report.

**7. CHAIRMAN'S MATTERS**

None

**8. MEMBER'S MATTERS**

**A) Inaugural Library Meeting – Ms. Cynthia Schwarz**

Ms. Schwarz said she printed out copies of the tentative Library Power Point presentation for the Commission members to review (on file in the City Clerk's office). This event will be on January 28, 2019 at 6:30 p.m. at the Main Library. She also wrote an article for the Newsweekly paper, which was sent out with the agenda (on file in the City Clerk's office). She reported that Mr. Karl Zimmermann will be at the Library meeting and he requested to talk about the Tree

Ordinance. Mr. Joe Sentence, Tree Consulting Arborist, will also be there to discuss tree pruning. She continued going through the pages of her Power Point presentation. She said she would like to see the Tree and Beautification Commission give presentations in April, July, and October at the Library. She will invite Mrs. Booth to give per presentation on mature Oak Trees at the April session.

**B) Newsweekly Article – Ms. Cynthia Schwarz**

This item was discussed earlier in the meeting.

**9. NEXT MEETING DATE**

**A) Next Meeting Date – February 21, 2019**

The next meeting of the Tree and Beautification Commission is scheduled for February 21, 2019.

Mrs. Dussault said that she will not be available for the February 21<sup>st</sup> meeting. They can either change the meeting date if that will work for the other members, or they can have the meeting without her. She suggested changing the meeting to February 14, 2019 if there are no conflicts with that date.

**Ms. Schwarz made a motion to change the February Tree and Beautification Commission meeting from February 21 to February 14, 2019. Mr. Roe seconded the motion and it passed unanimously.**

**10. ADJOURNMENT**

**Mr. Roe made a motion to adjourn today's meeting at 10:24 a.m. Ms. Schwarz seconded the motion and it passed unanimously.**

/rh

S:A)

**APPLICATION TO TREE & BEAUTIFICATION COMMISSION  
FOR TREE DEDICATION**

On 10/17/00, the City Council adopted Ordinance 2000-25 requiring the City's Tree and Beautification Commission to review all applications to plant dedication trees. This application shall be filed with the Department of Public Works for review and submittal to the Tree and Beautification Commission for approval.

Name Wesley Gensel Representing Organization \_\_\_\_\_

Address 665 16<sup>th</sup> Place

City Vero Beach State FL Zip Code 32960

Area Code 305 Phone # 588-9792

Preferred Dedication Date ASAP

Preferred Location of Donated Tree MacWilliam

Type of Donated Tree (See Minimum Standards Copy Attached) Live Oak

Are you requesting the dedication include a plaque? If so, show the wording you are requesting:

Richard Hartney Gensel 1947-2019  
IN OUR HEARTS FOREVER

Comments: \_\_\_\_\_

  
Applicant's Signature

2/6/19  
Date

Cost of Tree: \_\_\_\_\_ (By DPW)

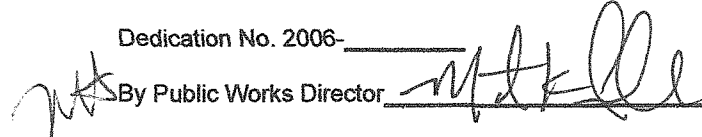
Cost of Plaque: \_\_\_\_\_ (By DPW)

Total Cost: \_\_\_\_\_

✓ Tree Planting Fee: \$100 110

Recommended for Approval  Yes  No

Dedication No. 2006- \_\_\_\_\_

 By Public Works Director 2/7/19

By City of Vero Beach Tree and Beautification Commission \_\_\_\_\_  
Authorized Signature



(6-B)

JOB #46364-20"x 20" SQUARE  
APPROVAL, SIGNATURE & DATE:



In celebration of  
the first 100 years of the City of Vero,  
we honor all citizens who made it possible  
and vow to continue their legacy  
of dedication and commitment.

## Hawkins, Rita

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**From:** Haynes, Nanette  
**Sent:** Thursday, January 17, 2019 1:41 PM  
**To:** Hawkins, Rita  
**Subject:** RE: Centennial Tree Plaque layout

It takes 4-6 weeks to make the plaque

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**From:** Hawkins, Rita  
**Sent:** Thursday, January 17, 2019 12:18 PM  
**To:** Haynes, Nanette  
**Subject:** RE: Centennial Tree Plaque layout

Nanette,

It looks great I will have it on the next agenda for their approval. How long will it take to have it made? I am only asking because Tammy said if there is nothing crucial for their next agenda and they had a conflict with the date she might suggest just canceling the February meeting.

Rita

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**From:** Haynes, Nanette  
**Sent:** Thursday, January 17, 2019 11:33 AM  
**To:** Hawkins, Rita  
**Subject:** Centennial Tree Plaque layout

Hi,

Can you send this to the Tree and Beautification Commission members for comments/approval? Thanks!

<< File: Centennial Tree Plaque.pdf >>

Nanette Haynes  
Grounds Maintenance Manager  
City of Vero Beach, Public Works  
3405 Airport West Drive  
Vero Beach, FL 32960  
772-978-4860 Office  
772-978-4859 Fax  
[nhaynes@covb.org](mailto:nhaynes@covb.org) Email

## Hawkins, Rita

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**From:** Hawkins, Rita  
**Sent:** Wednesday, November 21, 2018 4:05 PM  
**To:** Haynes, Nanette  
**Subject:** Centennial Tree Plaque

Nanette,

Here is the wording for the Centennial tree plaque that the Tree Commission agreed on. I also attached the Centennial logo.



City of Vero  
1053 20th Place

In celebration of the first 100 years of the City of Vero, we honor all citizens who made it possible and vow to continue their legacy of dedication and commitment.

Thank you,

*Rita Hawkins*

Senior Administrative Assistant  
City of Vero Beach  
City Clerk's Office  
1053 20th Place  
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