

**VERO BEACH TREE AND BEAUTIFICATION
COMMISSION MEETING
Thursday, August 16, 2018 – 9:00 a.m.
Council Chambers, City Hall, Vero Beach, Florida**

AGENDA

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
 - A) July 19, 2018**
- 3. PUBLIC COMMENT**
- 4. NEW BUSINESS**
 - A) Dedicatory Tree Application – Mr. Robert Dion**
 - B) Review the Prospective Vendor List for the Tree Giveaway Project**
- 5. OLD BUSINESS**
 - A) Discussion on the Cultural Arts Village Tree Plantings**
 - B) Updated Timeline and Vendor Letter going to the City Council for the Proposed Tree Giveaway Project**
 - C) Update on the Proposed Tree Planting Project in the Large Triangle at Atlantic Boulevard and San Juan Avenue**
- 6. TREASURY REPORT**
- 7. CHAIRMAN’S MATTERS**
- 8. MEMBER’S MATTERS**
- 9. NEXT MEETING DATE**
 - A) Next Meeting Date – September 20, 2018**
- 10. 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
Thursday, July 19, 2018– 9:00 a.m.
Council Chambers, City Hall, Vero Beach, Florida**

PRESENT: Chairman, Chris Runge; Vice Chairman, Marilyn Black Dussault; Member: Cynthia Schwarz, Alternate Member #1, Fran Robinson, and Alternate Member #2, Neal Roe **Also Present:** Grounds Maintenance Manager, Nanette Haynes; Assistant City Attorney, Stefanie Beskovoyne and Senior Administrative Assistant, Rita Hawkins

Excused Absences: Barbara Leigh and Elly Manov

1. CALL TO ORDER

Chairman Runge called today's meeting to order at 9:00 a.m. and the Senior Administrative Assistant performed the roll call.

Mr. Runge welcomed their new Alternate Member, Mr. Neal Roe. He asked him to share a little bit of information about himself.

Mr. Row stated that he and his wife moved to Vero Beach 13 years ago. He is a Floridian and they are very excited and love being a part of this community.

2. APPROVAL OF MINUTES

A) June 21, 2018

Mrs. Dussault made a motion to approve the minutes of the June 21, 2018 Tree and Beautification Commission meeting. Ms. Schwarz seconded the motion and it passed unanimously.

3. PUBLIC COMMENT

None

4. NEW BUSINESS

None

5. OLD BUSINESS

A) Discussion on the Cultural Arts Village Tree Plantings

Mr. Runge reported that he went and looked at the job site and the Cultural Arts Village has put a lot of thought into the project. He noticed they went to great lengths to decide where to place the trees so that they are away from the existing canopy. He suggested to Mr. Neil Sickterman, Cultural Arts Village, that they not plant the trees until they have water for irrigation.

Mrs. Dussault recommended that they notify the Centennial Committee, because there is a November event for the dedication of those trees. If that concept is being postponed then the Centennial Committee should be aware of it, so another event can be put on the calendar in its place.

Mr. Runge suggested that he send a letter to the Cultural Arts Village asking for a defined timeline.

Ms. Nanette Haynes, Grounds Maintenance Manager, announced that next week, she and several City staff members will be meeting with Mr. Sickterman to discuss conflicts with the utilities, stormwater and the water and sewer lines in that area. Mr. Runge stated that he will wait to hear from Ms. Haynes before proceeding with a letter.

B) Update on the 100th Anniversary

Mrs. Dussault reported that everything is in sync and there are a total of 24 schools participating in the tree dedications. October is the timeline for the schools to plant the trees. The Centennial Committee would like to thank Mr. Runge for allowing the trees for the private and charter schools to be delivered and held on his property. There was a Proclamation issued at Tuesday's City Council meeting to start off the 100th Anniversary Celebration of the City. There is a meeting scheduled for July 27, 2018 on the essay competition and she will be updating Mrs. Beverly Parris who is doing the publicity for the Centennial Committee. The Centennial Committee is blessed with photographers and videographers who have volunteered their time.

Ms. Haynes reported that the Oak Tree for the Centennial Tree Planting event is being donated by Digg Gardens. She will just need to know when it will be taking place. Mrs. Dussault said the Centennial Tree Dedication will be held on Founder's Day, May 26, 2019.

Ms. Haynes passed around an engineered drawing that was prepared by Mr. Matthew Mitts, Assistant City Engineer, showing the Centennial tree, the pedestal, and the hardscape. She said after the tree is planted they will do the landscaping around it.

Mrs. Tammy Bursick, City Clerk, thanked Mrs. Dussault and the Tree and Beautification Commission for all their hard work on the Centennial tree. She said she would have never thought that when she met with Mr. Runge about 12 months ago that this whole celebration would turn out to be what it is. This Commission started the idea and got it rolling and now there is so much involved. The celebration starts in October, 2018 and ends in October, 2019 with numerous activities going on every month. The tree dedications for the schools are right on schedule and the plaques for the trees will be here by August 13, 2018.

Ms. Haynes asked if the Commission has come to a consensus on what they want the plaque to read for the Centennial tree. Mrs. Dussault replied no, they have not discussed that yet.

Ms. Schwarz asked if each school came up with the wording for their plaques. Mrs. Dussault replied no. The Centennial Committee came up with one (1) statement for all the plaques and they will be handed out along with the trees, but each school is in charge of their own dedication ceremony.

C) Timeline for the Proposed Tree Giveaway Project

Mr. Runge said he has two (2) changes to the timeline for the Tree Giveaway. He asked to move the letters being sent out to the vendors to August and move the selection of the vendors to September. He suggested that the banner for Beautification Weekend go up on the Monday prior to the weekend if possible.

Ms. Schwarz suggested that they also move the approval of the prospective vendor list to August.

Mr. Runge offered to put together the list of prospective vendors.

Mr. Runge asked if the vendor list needs to be approved by the City Council. Ms. Stefanie Beskovoyne, Assistant City Attorney, explained that the plan needs to be approved by the City Council, so as part of the plan she would advise they include the idea of soliciting vendors for donations of trees.

D) Review Modified Draft Letter to Vendors for the Proposed Tree Giveaway Project

Mr. Runge stated that he wants the letter to the vendors to be politically correct and he has no problem with the recommended changes made by Ms. Beskovoyne.

Mr. Runge said at their last meeting they discussed the possibility of offering other trees and not just Oak Trees. Ms. Schwarz stated that Oak Trees are not conducive to everyone and if they want to involve as many people as possible they might want to offer a second type of tree. Ms. Haynes suggested they offer a Live Oak Tree and another smaller native tree. Mr. Runge asked if they would like to offer a Simpson Stopper Tree. The other Commission members approved the selection of the Simpson Stopper Tree.

Mrs. Dussault stated that if the letter is done properly it can be all-inclusive of the entire program. They should be able to submit the letter to the City Council and it will explain everything.

Ms. Beskovoyne suggested that the Commission finalize the letter at this meeting, because it is the outline of the plan and it will be submitted to the City Council.

The Commission members made changes to the letter so it will be all-inclusive.

E) Discuss the Native Tree Educational Paths

Mr. Runge said a few months ago the Commission discussed expanding the public's awareness of the native tree canopy by selecting a location on the beachside and the mainland to create educational walk areas. He asked if this would be something the Public Works Department could handle.

Ms. Haynes explained that she is currently working with a Landscape Architect to plant Florida friendly plants in a few areas. They want to do a rain garden demonstration at City Hall and incorporate native and Florida friendly plants in with the Oak Trees that are there. They also have a grant project at Young Park where they will pull the grass away from the river's edge and

do a demonstration of planting a variety of plants and shell rock. This is to help educate the public so they don't have to mow or weed at the water's edge or along their seawall. With these projects in the works she does not want to put too much on her plate. They could look at the idea of the educational walk areas again in the future.

Mr. Runge asked Ms. Haynes to keep the Commission informed of when she is doing a native tree planting, so they can help fund the project. Ms. Haynes stated that when she does tree plantings she uses Tree Mitigation funds.

Ms. Schwarz said that as a Commission member she could submit a photo and a brief article for the City's website of the plantings being done to help bring awareness of the native plants.

Mrs. Robinson stated that she is a member of the Native Plant Society, so perhaps they could use those members and resources to bring awareness to the City projects and the native plants and trees.

Mr. Roe asked if the City maps their plantings. Ms. Haynes replied no.

F) Update on the Proposed Palm Tree Planting Project at Van Busch Park

Mr. Runge stated that a while back they discussed planting some Sylvester Palm Trees at Van Busch Park. He asked if that is still a project for the future. Ms. Haynes said the problem with Sylvester Palms there is that there is a disease called Lethal Bronzing and we have it in Indian River County now. The three (3) palms at the Barber Bridge all tested positive, so she is working with the Florida Department of Transportation to determine what they can replace them with.

G) Discuss Future Project and Planting Sites

Mr. Runge asked if they could plant something in the large triangle at Atlantic Boulevard and San Juan Avenue. Ms. Haynes replied that there is no irrigation there.

Mr. Runge asked Ms. Beskovoyne if funds from the Tree Replacement/Mitigation Fund can be spent on the installation of irrigation lines as part of a tree planting project. Ms. Haynes said there would have to be a water source somewhere near there in order to do that.

Ms. Beskovoyne stated that she would research that request and get back with the Commission.

At this time, Mrs. Dussault read the revised vendor letter for the Tree Giveaway project (on file in the City Clerk's office).

Mrs. Dussault made a motion that they accept the revised vendor letter as it was read and present it to the City Council for their approval of the Tree and Beautification Commission's Free Tree Giveaway Program. Ms. Schwarz seconded the motion and it passed unanimously.

6. TREASURY REPORT

No report was given.

7. CHAIRMAN'S MATTERS

None

8. MEMBER'S MATTERS

Ms. Schwarz said that she is revisiting her proposed mural project on the canal walls by St. Helens Church. She reported that she spoke with the Mrs. Rosemary Polsky-Newman, President of the Art Club, and she is going to talk with the Art Club about taking on the mural project. She also took the initiative to contact a muralist who did a couple of other murals in town who said he would be on board and his only charge would be for the cost of the paint. Her other project idea was the tile wall and she has also discussed that with the Art Club, but that will probably be a project that would take place after the Centennial event. She discussed with Ms. Haynes her ideas for a mural wall in Riverside Park and asked about specific locations. Ms. Schwarz asked if part of the split rail fence that is over towards Veterans Memorial Island Sanctuary could be replaced with a mosaic tile wall, or is that part of the planning design for the Park. Ms. Haynes said she would not say it couldn't be done. The split rail fence is just the City's standard Park fencing and it is there to keep people out of the retention pond area. Ms. Haynes mentioned that closer to the Museum of Art there is a fenced off area that hides the City's reuse water pipes and shut off valves. It would be nice to make that area more decorative with a tile wall.

9. NEXT MEETING DATE

A) Next Meeting Date – August 16, 2018

The next meeting of the Tree and Beautification Commission is scheduled for August 16, 2018.

Mrs. Dussault and Mrs. Robinson reported that they will be unable to attend the August meeting.

10. ADJOURNMENT

Ms. Schwarz made a motion to adjourn today's meeting at 10:19 a.m. Mrs. Dussault seconded the motion and it passed unanimously.

/rh

4. 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 Robert N. Dion Representing Organization _____

Address 4100 N. A. I. A C - 26

City VERO BEACH State FL Zip Code 32963

Area Code _____ Phone # 772-599-3474

Preferred Dedication Date _____ Riverside Park

Preferred Location of Donated Tree The AREA of new fishing pier

Type of Donated Tree (See Minimum Standards Copy Attached) _____

Are you requesting the dedication include a plaque? If so, show the wording you are requesting: yes
RITA J. DION - 30 YEARS OF WONDERFUL MEMORIES
MY "HONEYBUNCH" 7/1/39 - 6/8/18

Comments: RITA Liked the WATER HOOPS + the CHATTER OF CHILDREN

Robert N. Dion 7/23/18
Applicant's Signature Date

Cost of Tree: _____ (By DPW)

Cost of Plaque: _____ (By DPW)

Total Cost: _____

Tree Planting Fee: \$100 3252

Recommended for Approval Yes No

Dedication No. 2006- _____

By Public Works Director [Signature] 7/30

By City of Vero Beach Tree and Beautification Commission _____
Authorized Signature

4. B)

Prospective Companies for Tree Giveaway Project

Aiello Landscape

Tropical Property Management

Rock City Gardens

Digg Gardens

Busy Bee Lawn and Garden Center

CW Willis Family Farms

Natures Garden Landscaping & Nursery

MEMORANDUM

S.B.)

To: Mayor Harry Howle and
City Councilmembers

FROM: Chris Runge, Chairman
Tree and Beautification Commission

DATE: July 24, 2018

SUBJECT: Free Tree Giveaway Program

Please find attached the letter and timeline for a proposed and recommended Free Tree Giveaway Program subject to your approval.

The idea is to highlight the actions of the City of Vero Beach in an interactive outreach with local vendors to our City residents, while increasing the City's tree canopy.

As the letter says, and we hope you will agree it is a win-win for all involved.

CR/rh

Attachments



City of Vero Beach

1053 20th Place – P.O. Box 1389

Vero Beach, Florida 32961-1389

Telephone: (772) 978-4700 / Fax: (772) 978-4790

????????, 2018

Business name

Address

Vero Beach, FL Zip Code

RE: Free Tree Giveaway for Beautification Weekend

Dear Business Name;

The City of Vero Beach Tree and Beautification Commission is planning a Free Tree Giveaway project to increase public awareness of our Commission's efforts and to expand the City's tree canopy.

We are seeking vendors to donate trees to City residents to plant on their property in coordination with the City of Vero Beach Beautification Weekend on February 9– 10, 2019.

Our goal is to give up to 100 City of Vero Beach residents either a three (3) gallon Live Oak tree or a three (3) gallon Simpson Stopper tree utilizing donations from Indian River County vendors. These trees will be given away from January 18, 2019 through February 7, 2019 through a lottery voucher program initiated by the City of Vero Beach.

You may ask, "What is my benefit and participation in this project?"

We answer simply. For the cost of a three-gallon tree you will have a new customer who will contact you twice. First to record the voucher and select a tree and second when they return to pick up the tree from you.

This is a win-win project for everyone. As the City's tree canopy increases, you as the business owner are introduced to potential and ongoing clients and residents become more aware of the value of trees.

We hope you see the value of this project's multi-goal approach and hope you will partner with us in achieving it. If you wish to participate please contact the City Clerk's office at (772) 978-4700 or at cityclrk@covb.org.

Sincerely,

Mr. Chris Runge, Chairman
Tree and Beautification Commission

CR/rh

TIMELINE FOR TREE GIVEAWAY AND BEAUTIFICATION WEEKEND

August 2018	Prospective vendor list approved and letters sent to prospective vendors
September 2018	Vendors selected, contacted, and verified they are on board
October 2018	Apply for the permit stickers for the Beautification Weekend yard signs
November 2018	Press releases issued and requests made for interviews
December 2018	Announcement of the tree giveaway lottery and the distribution of the vouchers begins
January 2019	Lottery for the tree vouchers closes
Mid-January	Interviews scheduled with the press and media
January 18, 2019	Trees available to be picked up at the vendors by the voucher recipients
February 7, 2019	Beautification Weekend yard signs placed out in the City
February 9-10, 2019	Beautification Weekend

CR/rh