

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

PRESENT: Chairman, Chris Runge; Vice Chairman, Marilyn Black Dussault; Members: Cynthia Schwarz, Elly Manov, and Alternate Member, 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 Fran Robinson

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.

2. APPROVAL OF MINUTES

A) July 19, 2018

Mrs. Dussault made a motion to approve the minutes of the July 19, 2018 Tree and Beautification Commission meeting. Ms. Schwarz seconded the motion and it passed unanimously.

3. PUBLIC COMMENT

None

4. NEW BUSINESS

A) Dedicatory Tree Application – Mr. Robert Dion

Mr. Runge announced that they received a dedicatory tree application request from a Mr. Robert Dion. He is dedicating a new tree in Riverside Park near the new fishing pier in memory of his wife Rita.

Mrs. Dussault made a motion to approve the dedicatory tree application. Ms. Schwarz seconded the motion and it passed unanimously.

B) Review the Prospective Vendor List for the Tree Giveaway Project

Mr. Runge read the list of prospective vendors for the Tree Giveaway project (on file in the City Clerk's office).

Ms. Schwarz asked how did he come up with the list. Mr. Runge said it was created from his experience of working in the industry in Indian River County for four (4) years and with some help from the City Clerk's office.

Ms. Schwarz asked is this a set list, or if someone else comes forward and wants to be included can they be added to the list.

Ms. Stefanie Beskovoyne, Assistant City Attorney, said this is a list that they will be sending letters out to after they have the City Council's approval, but this is not an exclusive list. She believes they would want to accept (tree) donations from anyone.

Mrs. Dussault made a motion to approve the vendor list. Ms. Schwarz seconded the motion and it passed unanimously.

5. OLD BUSINESS

A) Discussion on the Cultural Arts Village Tree Plantings

Mr. Runge stated that he has not received any updates on the Cultural Arts Village tree planting.

Ms. Nanette Haynes, Grounds Maintenance Manager, reported that she met with Mr. Neil Sickterman, Cultural Arts Village, the City's Water and Sewer Director, and the City Engineers. At that meeting Mr. Sickterman had to get utilities located, but that has been completed. It is progressing, but she does not know anything about the purchase of the trees.

Mrs. Dussault asked what is the probability that these trees will be installed for the Centennial event in November, because to her it sounds slim to none. She said that Mrs. Barbara Hoffman, Executive Director of the Cultural Arts Village, told the Centennial Committee that the tree dedication will still be taking place in November. She recommends taking it off the Centennial calendar until they are ready and then they will fit it in with the rest of the events.

Mr. Runge suggested that he send a simple note to Mr. Sickterman asking for their commitment time. Mrs. Dussault said they tried doing that before and she is concerned because it is already the middle of August. They have been working on this for over six (6) months. They will fit the tree dedication in, but she does not see it happening in November. Mr. Runge suggested that they invite Mr. Sickterman to their September meeting so he can provide them with an update.

Ms. Schwarz asked if any trees have been earmarked or tagged from a vendor. Ms. Haynes replied that she does not know. Mr. Runge said that as of right now they do not have an answer and it is up to the Cultural Arts Village to inform the Tree and Beautification Commission where they stand.

Mr. Roe asked if he can contact Mrs. Hoffman. Mrs. Dussault replied yes. She stated that she would just like an answer, so she can report back to the Centennial Committee.

B) Updated Timeline and Vendor Letter going to the City Council for the Proposed Tree Giveaway Project

Mr. Runge asked the Commission members if they think they have all their ducks in a row to move forward with this project. He has some unsettled feelings that they have not thought this through all the way. Mr. Runge said that he created and handed out copies of a draft example of the type of voucher they might want to use (on file in the City Clerk's office).

Mrs. Dussault said she looked at the letter and the voucher, but now the letter would need to be changed because he added a third type of tree to the voucher. This is a minor change and it can be added to the vendor letter.

Ms. Schwarz asked Mr. Runge what does he want to discuss further. Mr. Runge replied he would like to discuss the logistics of the project.

Ms. Beskovoyne stated that even though they sent their recommendation to the City Council it does not mean the letter is set in stone. If any of the Commission members are present at the City Council meeting they are welcome to make any suggested changes based on what decisions the Tree and Beautification Commission makes today.

Mrs. Dussault said that she is planning on attending the City Council meeting. She believes this project is pretty solid. The timeline is ready, the letter to the vendors is complete, it is being reviewed by the City Council, and the permit stickers for the yard signs can be applied for, so she thinks they are okay to move forward.

Mr. Roe asked who will be managing the actual lottery for the vouchers. Mr. Runge explained that the people will need to come to City Hall to pick up their voucher, so it would have to be the City Clerk's office.

Mrs. Dussault said that they cannot hire City staff to run their project, so one (1) of the Commission members would have to be there. She said based on the letter, the vendors are going to contact the City Clerk's office to acknowledge their participation. From there a list will be created so that the Commission knows who will be part of the program.

Ms. Schwarz asked where will the City residents sign up. Mr. Runge stated that they will need to pick up the voucher and this is the part that he is a little concerned about. He wants to make sure they have thought this all the way through.

The Commission members and Ms. Beskovoyne discussed several other options for distributing the vouchers and how to notify the public.

Ms. Beskovoyne stated that if there are other parts of this project that are not addressed in the letter then they should still present it to the City Council to see if they will approve it.

Mr. Runge suggested that they make the vouchers available on just one (1) day between certain hours. He said he could sit at City Hall for a few hours. Mr. Roe said he thought that would work.

Mrs. Dussault said the problem that they have is that not more than one (1) Commission member can be there to meet with the people to verify they are City residents.

The Commission members continued sharing their ideas and thoughts.

Mrs. Dussault said in looking at the timeline, if they get approval from the City Council then the City Clerk's office will send out the letters to the vendors. The letters will state that they have until September 18, 2018 to respond. At their September 20th meeting they will know how many vendors are participating and how many trees they can give away. They will then need to get the

word out to the public via press releases to various publications. She asked how will the vouchers be handed out to the public after they are notified.

Mr. Runge said this is what he was struggling with this morning and he does not feel he can answer all the questions from the City Council if the Commission has not answered them yet.

Mrs. Dussault suggested that they remove this request from the City Council's agenda. Mr. Runge said he agrees and he is fine with that.

Mrs. Dussault made a motion that their presentation to the City Council for the Tree Giveaway project be removed from the August 21, 2018 agenda. Ms. Schwarz seconded the motion and it passed unanimously.

C) Update on the Proposed Tree Planting Project in the Large Triangle at Atlantic Boulevard and San Juan Avenue

Mr. Runge reported that they received a response from the City Attorney's office stating that they cannot spend funds from the account for irrigation and the infrastructure of the water lines, but they can plant trees.

Ms. Beskovoyne stated that in 2013 the Ordinance was amended and the term "installation" was removed from the Code.

Ms. Schwarz asked why was the word installation removed from the Ordinance. Mrs. Dussault said she does not know, but she will research it.

Mr. Runge asked Ms. Haynes to tag this project for the future if watering could be done by the watering truck.

6. TREASURY REPORT

Mr. Runge reported that there is \$51,865.30 in the Tree Replacement/Mitigation fund and \$669.21 in the Tree Dedication/Planting Fund.

7. CHAIRMAN'S MATTERS

None

8. MEMBER'S MATTERS

Ms. Schwarz stated that she has an update on her proposed mural project. She sent an email to Mr. Monte Falls, Engineering and Public Works Director, to reconfirm that the cement walls for the mural are actually City property, but she has not heard back from him. She spoke with a local artist who said he would like to do the mural, but the paint would have to be supplied. Her other project is to create a tile wall, so she spoke with the President of the Art Club about it and they were going to discuss it at their meeting, but she has not heard back from them either. She was thinking they might be able to replace a section of the split rail fence in Riverside Park with a wall, which will be covered with tiles created by local artists. She said the location she was looking at was along the sidewalk on the same side as the Riverside Theater that leads to the opening to under the oaks. Ms. Haynes said it is a long fence and she is not sure if doing a small

section of that fence would look good. She explained that when there are events under the Oaks that is where the event banners are hung. Ms. Schwarz discussed other areas in Riverside Park with Ms. Haynes for a possible tiled wall.

Mrs. Dussault reported that the Centennial Committee has notified all the schools regarding the tree dedications. They instructed them on how to do the dedication, when to pick up the trees, and how to plant them. The plaques for the school trees are finished and they look great. Through a lot of hard work all of the trees will be delivered to one location, so they will no longer need to use Mr. Runge's property. She will be responsible for the charter and private schools picking up their trees. The volunteer photographers and videographers will be at each tree planting. The art competition is moving along and they have received great responses from all of the schools.

Ms. Haynes asked if they have discussed the wording for the MacWilliam Park centennial tree plaque. Mrs. Dussault replied no. Ms. Haynes asked to have it placed on next month's meeting agenda, so she can start working on it.

Ms. Manov asked to be excused from the September and October meetings.

9. NEXT MEETING DATE

A) Next Meeting Date – September 20, 2018

The next meeting of the Tree and Beautification Commission is scheduled for September 20, 2018.

10. ADJOURNMENT

Mr. Roe made a motion to adjourn today's meeting at 10:08 a.m. Ms. Schwarz seconded the motion and it passed unanimously.

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