



# TREE BOARD MEETING AGENDA

April 17, 2024 at 5:30 PM

COMMISSION CHAMBERS - 202 E. MAIN STREET, DUNDEE, FL 33838

Phone: 863-438-8330 | [www.TownofDundee.com](http://www.TownofDundee.com)

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## CALL TO ORDER

## PLEDGE OF ALLEGIANCE

## ROLL CALL

## DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

*(Each speaker shall be limited to three (3) minutes)*

## APPROVAL OF MINUTES

### 1. APPROVAL OF TREE BOARD MINUTES:

December 13, 2023.

February 21, 2024.

## NEW BUSINESS

### 2. VETERANS MEMORIAL GRAND OPENING

## REPORTS FROM OFFICERS

Public Works Department Comments

Town Administration Comments

Board Member Comments

Chairperson Comments

## ADJOURNMENT

### ***PUBLIC NOTICE:***

*Please be advised that if you desire to appeal from any decisions made as a result of the above hearing or meeting, you will need a record of the proceedings and in some cases, a verbatim record is required. You must make your own arrangements to produce this record. (Florida statute 286.0105)*

*If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the town clerk's office at 202 east main street, Dundee, Florida 33838 or phone (863) 438-8330 within 2 working days of your receipt of this meeting notification; if you are hearing or voice impaired, call 1-800-955-8771.*



# TREE BOARD MEETING MINUTES

December 13, 2023, at 5:30 PM

COMMISSION CHAMBERS - 202 E. MAIN STREET, DUNDEE, FL 33838

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## CALL TO ORDER by Chair Aguilar

## PLEDGE OF ALLEGIANCE led by Chair Aguilar

## ROLL CALL taken by Clerk Glogowski

### Present:

Sheila Aguilar  
Michelle Smith  
David Joubert  
Melissa Glogowski  
John Vice

### Absent:

Donna Schultz

Clerk Glogowski informed the board that she had not heard from new member Donna Schultz that she would not be attending the meeting. Chair Aguilar requested to verify how many meetings a board member is allowed to miss unexcused before removal.

*MOTION TO not excuse board member Donna Schultz* made by Chair Aguilar and seconded by Member Joubert, passed by consensus.

Ayes: Aguilar, Joubert, Smith

## DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

Chair Aguilar opened the floor for public comment, with no public coming forth the floor was closed.

## APPROVAL OF MINUTES

### 1. Tree Board Minutes for October 18, 2023

*MOTION TO APPROVE the Tree Board Minutes from the October 18, 2023, approved by consensus.*

Ayes: Aguilar, Joubert, Smith

## NEW BUSINESS

### 2. Discussion, Introduction of New Board Members and Staff

*MOTION TO Table item until the next meeting* made by Chair Aguilar and seconded by Vice-Chair Smith, passed by consensus.

Ayes: Aguilar, Joubert, Smith

**3. Discussion, Tree Board Duties & Responsibilities pertaining to Ordinance 18-08**

The board discussed the responsibilities and duties of the Tree Board. Would like to see if Town Planner Lorraine Peterson could attend the next meeting to answer questions regarding Duties & Responsibilities and the Land Development Code.

**4. Discussion, 2023/2024 Budget**

The board discussed how to spend their 2023/2024 budget.

*MOTION TO Designate \$500.00 for Dundee Elementary STEM Night on March 7, 2024, made by Chair Aguilar and seconded by Vice-Chair Smith, passed by consensus.*

Ayes: Aguilar, Joubert, Smith

*MOTION TO Designate \$4,000.00 for landscaping of the towns Veterans Memorial, made by Chair Aguilar and seconded by Vice-Chair Smith, passed by consensus.*

Ayes: Aguilar, Joubert, Smith

*MOTION TO Designate \$500.00 for purchase of stories for the Story Walk Boards made by Chair Aguilar and seconded by Member Joubert, passed by consensus.*

Ayes: Aguilar, Joubert, Smith

**REPORTS FROM OFFICERS**

Public Works Department Comments

Merry Christmas and Happy New Year

Town Administration Comments

- reminded the board of the Town’s Employee Christmas Party on Friday at 7:00p.m.
- Informed the board of the Centennial Kick-Off Block Party on January 1<sup>st</sup> from 4-8pm and pointed out the flyer that that was on the dais. Board member Joubert reminded us that he and Michelle had volunteered to be on the committee and would like to help.

Board Member Comments

Chairperson Comments

- Apologized for being late.

**ADJOURNMENT 6:32 pm**

Respectfully Submitted,

Melissa Glogowski

Melissa Glogowski, H.R. Coordinator/Exec. Admin. Asst.

**APPROVAL DATE:** \_\_\_\_\_ Item 1.

**AYES:** \_\_\_\_\_ **NAYS:** \_\_\_\_\_



# TREE BOARD MEETING MINUTES

February 21, 2024 at 5:30 PM

COMMISSION CHAMBERS - 202 E. MAIN STREET, DUNDEE, FL 33838

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## CALL TO ORDER by Chair Aguilar

## PLEDGE OF ALLEGIANCE led by Chair Aguilar

## ROLL CALL taken by Clerk Glogowski

### Present:

Sheila Aguilar  
Michelle Smith  
Jessica Farler  
Melissa Glogowski  
Lorraine Peterson  
John Vice

### Absent:

David Joubert  
Patricia Joubert

Clerk Glogowski informed the board that she had heard from board members David and Patricia Joubert, they would not be able to attend the meeting as they were out of town.

*MOTION TO excuse board member David and Patricia Joubert* made by Chair Aguilar and seconded by Vice Chair Smith, passed by consensus.

Ayes: Aguilar, Farler, Smith

## DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

Chair Aguilar opened the floor for public comment, with no public coming forth the floor was closed.

## APPROVAL OF MINUTES

## NEW BUSINESS

### 1. Discussion, Board Member Resignation

*MOTION TO Approve the resignation of Board Member Donna Schultz* made by Vice Chair Smith and seconded by Chair Aguilar, passed by consensus.

Ayes: Aguilar, Farler, Smith

### 2. Discussion, Introduction of New Board Members and Staff

*MOTION to Accept new Board Members Jessica Farler & Patricia Joubert made by Vice Chair Smith and seconded by Chair Aguilar, passed by consensus.*

### **3. Discussion, Tree Board Duties & Responsibilities**

Board members requested to get a list of current trees that the town has for the next meeting and board members will bring a list of trees they would like to see planted in Dundee.

Sara Licursi, 314 7<sup>th</sup> Street S. had questions about Tabebuia Trees.

### **4. Discussion, Dundee Elementary S.T.E.M. night**

*Board members discussed stem night and items needed and what would be done with any leftover flowers.*

*Danica Anderson, 1005 James Lane, Lake Alfred, FL questioned what type of flowers were going to be used at the event. Public Works Director Vice stated whatever type were in season at Lowes or Home Depot but would get something colorful.*

### **5. Discussion, Butterfly Garden**

Public Works Director, John Vice, provided information regarding the proposed Butterfly Garden which will be located at Johnson Park, 800 Edmund Ave. Board members discussed the Butterfly Garden and Dog Park being at the same location.

Danica Anderson, 1005 James Lane, Lake Alfred FL, expressed concern as to what type of plants would be planted due to the toxicity of plants to dogs and states that these parks should be separate.

Sarah Licursi, 314 7<sup>th</sup> Street S. questioned if dogs will be required to have proof of vaccination and expressed safety concerns.

### **6. Discussion & Action, Residential & Commercial Beautification Award**

Board members discussed nominations. Request was made going forward to redact the nominee's address for the agenda packet. Change the application to request a minimum of three (3) pictures with each application

*MOTION to not accept Commercial Award nominee as does not set the precedent made by Chair Aguilar and seconded by Vice-Chair Smith passed by consensus.*

Ayes: Aguilar, Farler, Smith

*MOTION to award Residential Beautification Award to 314 7<sup>th</sup> Street S. made by Chair Aguilar and seconded by Vice-Chair Smith, passed by consensus.*

Ayes: Aguilar, Farler, Smith

## **REPORTS FROM OFFICERS**

### **Public Works Department Comments**

- None

### **Town Administration Comments**

- Tree City of the World application has been approved, Tree City USA application has been submitted and is awaiting approval.
- Informed Board of the new Tree/Bench that was dedicated on March 7<sup>th</sup> at Lake Menzie.
- Informed the board that she will not be here for the April meeting as she is out for Vacation and that Trevor Douthat will be covering for her.

Board Member Comments

- Vice-Chair Michelle Smith
  - Thanked you for all you do for the Tree Board
- Chairperson Comments
  - Thank you for all you do and all the help you give.

**ADJOURNMENT 7:15 pm**

**Respectfully Submitted,**

**Melissa Glogowski**

**Melissa Glogowski, H.R. Coordinator/Exec. Admin. Asst.**

**APPROVAL DATE: \_\_\_\_\_**

**AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_**



# TREE BOARD MEETING

APRIL 17, 2024 at 5:30 PM

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**AGENDA ITEM TITLE:** DISCUSSION & ACTION – VETERAN’S MEMORIAL GRAND OPENING ON MAY 24, 2024

**SUBJECT:** The Dundee Tree Board will discuss the upcoming Veteran’s Memorial Grand Opening.

**STAFF ANALYSIS:** At December 13, 2023, Tree Board Meeting the board approved designating \$4,000.00 of the Tree Board budget to landscaping of the new Dundee Veteran’s Memorial. As the Tree Board helped sponsor this project the board will discuss and finalize how they would like to participate at the event.

**FISCAL IMPACT:** At the pleasure of the board

**STAFF RECOMMENDATION:** At the will of the board.

**ATTACHMENTS:** None