



TREE BOARD MEETING AGENDA

December 13, 2023 at 5:30 PM

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

Phone: 863-438-8330 | www.TownofDundee.com

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. October 18, 2023, Minutes

NEW BUSINESS

2. INTRODUCTION OF NEW BOARD MEMBERS AND STAFF
3. DISCUSSION: TREE BOARD DUTIES & RESPONSIBILITIES PERTAINING TO ORDINANCE 18-08
4. DISCUSSION 2023/2024 BUDGET

REPORTS FROM OFFICERS

Public Works Department Comments

Town Administration Comments

Board Member Comments

Chairperson Comments

ADJOURNMENTUBLIC 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 disability who needs any accommodations 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

October 18, 2023 at 5:30 PM

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

Phone: 863-438-8330 | www.TownofDundee.com

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
Lorraine Peterson
John Vice

Absent:

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 June 21, 2023

MOTION TO APPROVE the Tree Board Minutes from the June 21, 2023 approved by consensus

Ayes: Aguilar, Joubert, Smith

NEW BUSINESS

2. Discussion and Action, Tree Board Logo

The board viewed and discussed the different Tree Board Logo options.

MOTION TO APPROVE logo option #2 with changes of the letters to black made by Aguilar and seconded by Vice-Chair Smith passed by consensus.

Ayes: Aguilar, Joubert, Smith

3. Discussion & Action, Residential & Commercial Beautification Award

The board reviewed recommendation submitted by Town Manager Davis, to change award to be awarded bi-annually instead of each meeting. They will review status later to determine if this needs to be updated.

MOTION TO APPROVE change Beautification Award to be awarded bi-annually at the February and August meetings made by Chair Aguilar and seconded by Member Joubert passed by consensus.

Ayes: Aguilar, Joubert, Smith

The board reviewed and discussed the Beautification Award Nomination form.

MOTION TO APPROVE updating the nomination form to a two page version with wording stating that photos must accompany the nomination to be considered, and they can be emailed made by Chair Aguilar and seconded by Member Joubert passed by consensus.

Ayes: Aguilar, Joubert, Smith

The board reviewed and discussed the Beautification Award submittals and that they will present the winner with a \$50.00 gift card to encourage them to keep beautifying their property. Discussed drafting a sponsorship letter to get local businesses to donate to be included in a basket for the winners.

MOTION TO AWARD Residential Beautification Award to Arlyn Pabon, 404 Ridges Drive and the Commercial Beautification Award to Paw Petting, 28319 US Hwy 27, made by Chair Aguilar and seconded by Member Joubert passed by consensus.

Ayes: Aguilar, Joubert, Smith

4. Discussion, Tree Board Duties and Responsibilities

MOTION TO TABLE Duties & Responsibilities discussion until the next meeting, made by Vice-Chair Smith and seconded by Chair Aguilar, passed by consensus.

Ayes: Aguilar, Joubert, Smith

5. Discussion of Tree Board Goals for 2023/2024 FY

The Tree Board discussed their goals for 2024 with Staff to include STEM Night, participating in the Christmas Parade.

MOTION TO ACCEPT considerations coming up with ideas for Christmas & STEM night, made by Vice-Chair Smith and seconded by Chair Aguilar, passed by consensus.

Ayes: Aguilar, Joubert, Smith

6. Discussion, 2023/2024 Budget

The board discussed budget for Beautification Award winners, Arbor Day Project, shirts for new board members, Library possibly helping with nature centered programs during the summer, tent with their logo for Tree Board to use at events.

MOTION TO ACCEPT all ideas and will assign dollar amounts at the next meeting, made by Vice-Chair Smith and seconded by Member Joubert, passed by consensus.

Ayes: Aguilar, Joubert, Smith

7. Discussion, 2024 Arbor Day Celebration

With the board holding city wide cleanup for residents the previous couple of years, the board discussed other possible ideas for their 2024 Arbor Day project.

MOTION TO APPROVE landscaping of the new Veterans Memorial made by Vice-Chair Smith and seconded by Member Joubert, passed by consensus.

Ayes: Aguilar, Joubert, Smith

8. Discussion, Tree Trimming and Removal Update

Public Works Director, John Vice, provided an update on the trees.

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

Johnny Powell, 1854 Canal Rd, wanted to thank the town for use of the Community Center but expressed concern about the state of the chairs that were used as one broke on him.

Public Works Director Vice assured him that the town regularly inspects the chairs and apologized as the chair that broke on him was not a town chair but was left over from a rental the previous weekend.

REPORTS FROM OFFICERS

Public Works Department Comments

Town Administration Comments

- Clerk Glogowski discussed the Dundee Tree Lighting Ceremony on Friday, December 1st at 6:00 p.m.,

the board discussed the Tree Lighting and will again man the Hot chocolate table along with the Planning & Zoning Board members.

MOTION TO DESIGNATE \$500.00 to be spent on supplies for the Tree Lighting Hot Chocolate Table, made by Chair Aguilar, and seconded by Vice-Chair Smith, passed by consensus.

Ayes: Aguilar, Joubert, Smith

- Clerk Glogowski asked if the Tree Board would be participating in the Dundee Christmas Parade on Saturday, December 9th. The board stated that they will enter a float in the parade.
- Clerk Glogowski stated that the next Tree Board Meeting was scheduled for Wednesday, December 20th and questioned if they would be holding the meeting or if they wanted to cancel due to the holidays.

MOTION TO APPROVE moving the December meeting to Wednesday, December 13, 2023, made by Vice-Chair Smith and seconded by Chair Aguilar, passed by consensus.

- Ayes: Aguilar, Joubert, Smith

Board Member Comments

Chairperson Comments

ADJOURNMENT 7:14 pm

Respectfully Submitted,

Melissa Glogowski

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

APPROVAL DATE: _____

AYES: _____ NAYS: _____



TREE BOARD MEETING

December 13, 2023 at 5:30 PM

AGENDA ITEM TITLE:

INTRODUCTION OF NEW BOARD MEMBERS AND STAFF

SUBJECT:

Staff will introduce new Board Members to the existing board and will introduce themselves to the members of the Dundee Tree Board.

New Board Members are:

- Donna Schultz – The Town Commission approved Donna Schultz to serve on the Town of Dundee Tree Board for a 3-year term at the 11/24/2023 Town Commission meeting. Ms. Schultz has been a resident of Dundee for a year and a half.

Staff members for the Tree Board are:

- Melissa Glogowski – Human Resources Coordinator/ Executive Administrative Assistant
- Lorraine Peterson – Town Planner
- John Vice – Public Works Director (Facilities, Fleet, Parks & Recreation, Streets, Sanitation, Stormwater)

STAFF ANALYSIS:

N/A

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

N/A

ATTACHMENTS:

N/A

Town of Dundee

Item 2.



DUNDEE TOWN COMMISSION

LOCATION: DUNDEE TOWN HALL
202 MAIN STREET, DUNDEE, FLORIDA

APPLICATION FOR BOARD MEMBERSHIP

Board of Interest: Tree Board

Name: Donna M. Scholtz

Address: 407 54th St Dundee

Phone: (813) 348-7597

Email Address: Momsangels460@gmail.com

What experience or qualities do you have that you feel would contribute to the board of your choice?

Can you commit to attending the schedule of meetings? YES NO

What date are you available to start? ASAP

How long have you been a resident of the Town? 1 1/2 yr

Have you ever applied for membership or served on any boards in the Town? YES NO

If so, which board and year:

Applicant Signature: Donna Scholtz Date: 10/19/23

FOR OFFICE USE ONLY:

Received by _____ Date _____
Date reviewed by Mayor & Town Commission: _____ Approved _____
Disapproved _____



TREE BOARD MEETING

December 13, 2023 at 5:30 PM

AGENDA ITEM TITLE:

DISCUSSION: TREE BOARD DUTIES & RESPONSIBILITIES
PERTAINING TO ORDINANCE 18-08

SUBJECT:

The Tree Board will discuss the duties and responsibilities of the Tree Board per Ordinance 18-08.

STAFF ANALYSIS:

It shall be the responsibility of the board to study, investigate, counsel, develop, update annually, and administer a written plan to include in parks, along streets and in other public areas:

- Care of trees & shrubs
- Preservation of trees & shrubs
- Pruning of trees & shrubs
- Planting of trees & shrubs
- Replanting of trees & shrubs
- Removal or Disposition of trees and shrubs

STAFF RECOMMENDATION:

None

ATTACHMENTS:

Ordinance 18-08
Land Use Code 2.03

ORDINANCE 18-08

AN ORDINANCE OF THE TOWN OF DUNDEE, FLORIDA RESTATING AND AMENDING ORDINANCE 90-14 REGARDING THE DUNDEE TREE BOARD AND RELATED MATTERS; AND PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, CODIFICATION, AND THE ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on December 11, 1990, the Town Commission of the Town of Dundee adopted Ordinance 90-14; and

WHEREAS, the purpose and intent of Ordinance 90-14 was to attain recognition for the Town of Dundee by the Arbor Day Foundation as a Tree City U.S.A; and

WHEREAS, the Town Commission, in the absence of the town department of forestry, established a town committee to be known as the Dundee Tree Board as required as part of the Tree City USA application; and

WHEREAS, the Town Commission set forth standards for tree plantings and maintenance within the Town; and

WHEREAS, Town staff is desirous of now pursuing a current Tree City U.S.A. designation.

NOW THEREFORE, BE IT ENACTED BY THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA:

SECTION 1. The above referenced WHEREAS clauses are incorporated herein by reference and constitute the factual basis for the adoption of this Ordinance.

SECTION 2. Ordinance 90-14 of the Town of Dundee, Florida, is hereby restated with amendments as follows (deletions are shown in ~~striketrough~~ and restated provisions and additions are shown in underline format):

Section 1. Town of Dundee Land Development Code

The provisions of this Ordinance are subject to the Town of Dundee Land Development Code and, in particular, the provisions set forth in Section 2.03.00 regarding Landscaping and Buffering Standards.

Section 2. Definitions

Street Trees: Street trees are herein defined as trees, shrubs, bushes, and all other woody vegetation on land lying between property lines on either side of all streets, avenues, or ways within the Town of Dundee.

Park Trees: Park trees are herein defined as trees, shrubs, bushes and all other woody vegetation in public parks and all areas owned by the Town, or areas to which the public has free access as a park.

Section 3. Creation and Establishment of a Dundee Tree Board

There is hereby re-established a Dundee Tree Board for the Town of Dundee which shall consist of five members, all of whom shall be residents of the Town. Each member of the Board shall be appointed by the Mayor with the approval of the Commission.

Section 4. Term of Office

The term of each of the five persons comprising the Dundee Tree Board shall be three (3) years, except that the term of two (2) of the members appointed to the board now shall be for only one (1) year and the term of the two (2) members of the board appointed now shall be for two (2) years. In the event that a vacancy shall occur during the term of any member, the successor shall be appointed for the unexpired portion of the term that became vacant.

Section 5. Compensations

Members of the board shall serve without compensation.

Section 6. Duties and Responsibilities

It shall be the responsibility of the Board to study, investigate, counsel, develop, update annually, and administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, along streets, and in other public areas. Such plan shall be presented annually to the Town Commission and upon their acceptance and assent shall constitute the official comprehensive tree plan for the Town of Dundee.

The Board, when requested by the Town Commission, shall consider, investigate, make findings, report and recommend upon any special matter or question coming within the scope of its work.

Section 7. Operation

The Board shall choose its own officers, which shall include a chairperson, a vice chairperson, and a secretary; make its own rules and regulations; and keep minutes of its proceedings. A majority of the members shall constitute a quorum for the transaction of official business of the Board.

Section 8. Tree Species to be planted

Subject to §2.03.00 of the Town of Dundee Land Development Code, the Dundee Tree Board shall develop and maintain a list of desirable trees for

planting along streets in three size classes based on mature height: small (under 10 feet), medium (10 to 20 feet) and large (over 20 feet).

This list shall be reviewed annually and recommended for approval by resolution of the Dundee Tree Board. Lists of trees not suitable for planting will also be created by the Dundee Tree Board. Any list adopted by resolution of the Dundee Tree Board shall not be the exclusive list of desirable trees for planting within the Town and shall be considered complimentary to the list of trees and/or shrubs set forth in Tables 2.03(A)-(C) of the Town of Dundee Land Development Code.

Section 9. Spacing and Species

Spacing and species of street trees shall be in accordance with applicable tree spacing and species provisions prescribed in the Town of Dundee Land Development Code. To the extent that the Town of Dundee Land Development Code does not specifically address the spacing and/or species of street trees, then the spacing of street trees will be in accordance with the three (3) species size classes listed in Section 8 of this Ordinance, and no trees may be planted closer together than the following: small trees, 15 feet; medium trees, 20 feet; and large trees, 30 feet, except in special plantings, designed or approved by a landscape architect or as otherwise authorized by the Town of Dundee Land Development Code or the Town's Development Director.

Section 10. Distance from Curb and Sidewalk

Distance from curb and sidewalk of street trees shall be in accordance with applicable provisions prescribed in the Town of Dundee Land Development Code. To the extent that the Town of Dundee Land Development Code does not specifically address the distance from curb and sidewalk of street trees, then the distance street trees may be planted from curbs or curb lines and sidewalks will be in accordance with the three species size classes listed in Section 8 of this Ordinance, and no street trees may be planted closer to any curb or sidewalk than the following: small trees, 1 feet; medium trees, 2 feet; and large trees, 3 feet.

Section 11. Distance from Street Corners and Fireplugs-Fire Hydrants

Distance from street corners and fire hydrants of street trees shall be in accordance with applicable provisions prescribed in the Town of Dundee Land Development Code. To the extent that the Town of Dundee Land Development Code does not specifically address the distance from street corners and fire hydrants of street trees, then no street tree shall be planted within 25 feet of any street corner, measured from the point of nearest intersecting curbs or curblines. No street tree shall be planted within 10 feet of any fireplug fire hydrant.

Section 12. Utilities

Street trees shall not be placed so as to interfere with overhead utility wire(s) in accordance with requirements of applicable law including, but not to be limited to, the Town of Dundee Land Development Code. However, in the absence of any applicable law, no street trees other than those species listed as small trees in Section 8 of this ordinance may be planted under or within 10 feet of any overhead utility wire.

Section 13. Public Tree Care

The Town shall have the right to plant, prune, maintain and remove trees, plants and shrubs within the lines of all streets, alleys, avenues, lanes, squares and public grounds, as may be necessary to insure public safety or to preserve or enhance the symmetry and beauty of such public grounds.

The Dundee Tree Board may remove or cause or order to be removed, any tree or part thereof which is in an unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines, or other public improvements, or is affected with an injurious fungus, insect, or other pest. This section does not prohibit the planting of street trees by adjacent property owners, providing that the selection and location of said trees is in accordance with Sections 8 through 12 of this ordinance.

Section 14. Tree Topping

It shall be unlawful as a normal practice for any person, firm, or Town Department to top any street tree, park tree, or any other tree located on public property. "Topping" is defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms or other causes, or certain trees under utility wires or obstructions where other pruning practices are impractical may be exempted from this ordinance as determined by the Dundee Tree Board.

Section 15. Pruning, Corner Clearance

Every owner of any tree overhanging any street or right-of-way within the Town shall prune the branches so that such branches shall not severely obstruct the light from any street lamp or obstruct the view of any street intersection and so that there shall be a clear space of thirteen feet (13') above street surfaces or eight feet (8') above the sidewalk surface. Said owners shall remove all dead, diseased, or dangerous trees, or broken or decayed limbs which constitute a menace to the safety of the public. The Town shall have the right to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light, or interferes with the visibility of any traffic control device or sign or sight triangle at intersections. Tree limbs that grow near high voltage

electrical conductors shall be maintained clear of such conductors by the electric utility company in compliance with any applicable franchise agreements. A utility tree trimming policy must be reviewed by the utility company and Dundee Tree Board prior to any trimming by the utility company.

Section 16. Dead or Diseased Tree Removal on Private Property

Subject to applicable law, the Town shall have the right to cause the removal of any dead or diseased trees on private property within the Town, when such trees constitute a hazard to life and property, or harbor insects or disease which constitute a potential threat to other trees within the Town. The Dundee Tree Board shall furnish written notice to the owners of such trees advising them that such trees must be removed by the owners at their own expense within 60 days after the date of service of notice. In the event of failure of owners to comply with such provisions, the Town shall have the authority to cite such violator to appear before the Dundee Code Enforcement Board Special Magistrate for Code Enforcement to show cause why such person should not be held in violation of this Ordinance.

Section 17. Removal of Stumps

All stumps of street and park trees shall be removed below the surface of the ground so that the top of the stump shall not project above the surface of the ground.

Section 18. Interference with Dundee Tree Board

It shall be unlawful for any person to prevent, delay or interfere with the Dundee Tree Board, or any of its agents, while engaging in authorized activities pursuant to this Ordinance.

Section 19. Arborists License-Registration and Bond

It shall be unlawful for any person or firm to engage in the business or occupation of pruning, treating, or removing street or park trees within the Town without first completing and submitting a registration form (to be provided by the Town) to the Town of Dundee. No registration shall be required of any public service company including electric utilities and their agents and contractors or Town employees doing such work in the pursuit of their public service endeavors. Each registrant shall first file evidence of possession of liability insurance in the minimum amounts of \$300,000.00 for bodily injury and \$300,000.00 for property damage indemnifying the Town or any person injured or damaged resulting from the pursuit of such endeavors as herein described.

Section 20. Review by the Town Commission

The Town Commission shall have the right to review the conduct, acts, and decisions of the Dundee Tree Board. Any person may appeal from any ruling or order of the Dundee Tree Board to the Town Commission who may hear the matter and make a final decision so long as such an appeal in writing is filed with the Town Clerk within 30 calendar days from the date of the rendering of any ruling or order of the Dundee Tree Board.

Section 21. Penalty

Any person violating any provision of this Ordinance shall be, upon conviction or plea of guilty, subject to the penalties provided in Section 1-14 of the Dundee Code of Ordinances, as well as the jurisdiction of the Dundee Code Enforcement Board Special Magistrate for Code Enforcement.

Section 22. Funding Allocation and Population Measure

In order to achieve recognition as a Tree City USA by the Arbor Day Foundation, the Town of Dundee is required to allocate \$2 per capita into a fund for public tree care. These funds must be used for the items listed in Exhibit A attached hereto and incorporated herein by reference.

The annual per capita population figure to determine the amount to be budgeted annually shall be the population estimate reported by the Florida Bureau of Economic and Business Research.

Accordingly the Town Manager is hereby directed to prepare an estimate of the amount to be appropriated and placed into such a fund each fiscal year in conjunction with the preparation of the Town's annual fiscal year budget to be presented to the Town Commission.

SECTION 3. Codification and Administrative Correction of Scriveners Errors

It is the intent of the Town Commission that the provisions of this Ordinance shall become and be made part of the Code of Ordinances of the Town; and that sections of this Ordinance may be re-numbered or re-lettered and the word "ordinance" may be changed to "chapter," "section," "article," or such other appropriate word or phrase in order to accomplish such intentions; and regardless of whether such inclusion in the Code is accomplished, sections of this Ordinance may be re-numbered or re-lettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the Town Manager or designee, without need of public hearing, by filing a corrected or re-codified copy of same with the Town Clerk.

SECTION 4. Severability

If any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason held to be unconstitutional, such decision shall not affect the validity of the

remaining portions of this Ordinance. The Town of Dundee, Florida, by and through its Town Commission, hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

SECTION 5. Repeal

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent necessary to give this Ordinance full force and effect.

SECTION 6. Effective Date

This ordinance shall become effective immediately upon adoption after second and final reading/public hearing.

INTRODUCED AND PASSED on first reading at the regular meeting of the Town of Dundee Town Commission held this 13th day of November, 2018.

PASSED AND ADOPTED on second reading/public hearing at the regular meeting of the Town of Dundee Town Commission held this 11th day of December, 2018.

FINAL VOTE OF THE COMMISSION: YEAS _____
NAYS _____

TOWN SEAL

CLERKS ATTESTMENT:

MAYORS SIGNATURE

Brian Lueth, Town Clerk

Samuel Pennant, Mayor

APPROVED AS TO FORM:

Town Attorney

EXHIBIT A
to Ordinance 18-08

Arbor Day Foundation Approved Expenses for the Mandated Public Tree Care Fund

- Contract Work For Tree Care
- Tree Purchases
- Watering
- Fertilizing
- Insect Control
- Staking
- Mulching
- Dead Tree Removal
- Stump Removal
- Pruning By Town Employees
- Leaf And Brush Pick-Up
- Biomass Recycling
- Survey Or Inventory Expenses
- Computer Inventory Software
- Equipment Purchases
- Equipment Rental
- Equipment Maintenance
- Arbor Day Program
- Prizes For Arbor Day Contests
- Tree Care Conferences And Workshops Attended By Town Workers
- Memberships In And Donations To Tree Organizations
- Public Education Materials—Brochures, Newsletters, Etc.
- Administrative Time
- Insurance

Sec. 2-78. - Tree species to be planted.

Subject to section 2.03.00 of the Town of Dundee Land Development Code, the Dundee Tree Board shall develop and maintain a list of desirable trees for planting along streets in three size classes based on mature height: Small (under ten feet), medium (ten to 20 feet) and large (over 20 feet).

This list shall be reviewed annually and recommended for approval by resolution of the Dundee Tree Board. Lists of trees not suitable for planting will also be created by the Dundee Tree Board. Any list adopted by resolution of the Dundee Tree Board shall not be the exclusive list of desirable trees for planting within the town and shall be considered complimentary to the list of trees and/or shrubs set forth in Tables 2.03(A)—(C) of the Town of Dundee Land Development Code.

(Ord. No. 18-08, § 2(8), 12-11-18)

Sec. 2-79. - Spacing and species.

Spacing and species of street trees shall be in accordance with applicable tree spacing and species provisions prescribed in the Town of Dundee Land Development Code. To the extent that the Town of Dundee Land Development Code does not specifically address the spacing and/or species of street trees, then the spacing of street trees will be in accordance with the three species size classes listed in section 8 of this article, and no trees may be planted closer together than the following: small trees, 15 feet; medium trees, 20 feet; and large trees, 30 feet, except in special plantings, designed or approved by a landscape architect or as otherwise authorized by the Town of Dundee Land Development Code or the town's development director.

(Ord. No. 18-08, § 2(9), 12-11-18)

Sec. 2-80. - Distance from curb and sidewalk.

Distance from curb and sidewalk of street trees shall be in accordance with applicable provisions prescribed in the Town of Dundee Land Development Code. To the extent that the Town of Dundee Land Development Code does not specifically address the distance from curb and sidewalk of street trees, then the distance street trees may be planted from curbs or curb lines and sidewalks will be in accordance with the three species size classes listed in section 2-78 of this division, and no street trees may be planted closer to any curb or sidewalk than the following: Small trees, one foot; medium trees, two feet; and large trees, three feet.

(Ord. No. 18-08, § 2(10), 12-11-18)

Sec. 2-81. - Distance from street corners and fire hydrants.

Distance from street corners and fire hydrants of street trees shall be in accordance with applicable provisions prescribed in the Town of Dundee Land Development Code. To the extent that the Town of Dundee Land Development Code does not specifically address the distance from street corners and fire hydrants of street trees, then no street tree shall be planted within 25 feet of any street corner, measured from the point of nearest intersecting curbs or curblines. No street tree shall be planted within ten feet of any fire hydrant.

(Ord. No. 18-08, § 2(11), 12-11-18)

Sec. 2-82. - Utilities.

Street trees shall not be placed so as to interfere with overhead utility wire(s) in accordance with requirements of applicable law including, but not to be limited to, the Town of Dundee Land Development Code. However, in the absence of any applicable law, no street trees other than those species listed as small trees in section 2-78 of this division may be planted under or within ten feet of any overhead utility wire.

(Ord. No. 18-08, § 2(12), 12-11-18)

Sec. 2-83. - Public tree care.

The town shall have the right to plant, prune, maintain and remove trees, plants and shrubs within the lines of all streets, alleys, avenues, lanes, squares and public grounds, as may be necessary to insure public safety or to preserve or enhance the symmetry and beauty of such public grounds.

The Dundee Tree Board may remove or cause or order to be removed, any tree or part thereof which is in an unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines, or other public improvements, or is affected with an injurious fungus, insect, or other pest. This section does not prohibit the planting of street trees by adjacent property owners, providing that the selection and location of said trees is in accordance with sections 2-78 through 2-82 of this division.

(Ord. No. 18-08, § 2(13), 12-11-18)

Sec. 2-84. - Tree topping.

It shall be unlawful as a normal practice for any person, firm, or town department to top any street tree, park tree, or any other tree located on public property. "Topping" is defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms or other causes, or certain trees under utility wires or obstructions where other pruning practices are impractical may be exempted from this division as determined by the Dundee Tree Board.

Sec. 2-85. - Pruning, corner clearance.

Every owner of any tree overhanging any street or right-of-way within the town shall prune the branches so that such branches shall not severely obstruct the light from any street lamp or obstruct the view of any street intersection and so that there shall be a clear space of 13 feet above street surfaces or eight feet above the sidewalk surface. Said owners shall remove all dead, diseased, or dangerous trees, or broken or decayed limbs which constitute a menace to the safety of the public. The town shall have the right to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light, or interferes with the visibility of any traffic control device or sign or sight triangle at intersections. Tree limbs that grow near high voltage electrical conductors shall be maintained clear of such conductors by the electric utility company in compliance with any applicable franchise agreements. A utility tree trimming policy must be reviewed by the utility company and Dundee Tree Board prior to any trimming by the utility company.

(Ord. No. 18-08, § 2(15), 12-11-18)

Sec. 2-86. - Dead or diseased tree removal on private property.

Subject to applicable law, the town shall have the right to cause the removal of any dead or diseased trees on private property within the town, when such trees constitute a hazard to life and property, or harbor insects or disease which constitute a potential threat to other trees within the town. The Dundee Tree Board shall furnish written notice to the owners of such trees advising them that such trees must be removed by the owners at their own expense within 60 days after the date of service of notice. In the event of failure of owners to comply with such provisions, the town shall have the authority to cite such violator to appear before the special magistrate for code enforcement to show cause why such person should not be held in violation of this division.

(Ord. No. 18-08, § 2(16), 12-11-18)

Sec. 2-87. - Removal of stumps.

All stumps of street and park trees shall be removed below the surface of the ground so that the top of the stump shall not project above the surface of the ground.

(Ord. No. 18-08, § 2(17), 12-11-18)

Sec. 2-76. - Duties and responsibilities.

Item 3.

It shall be the responsibility of the board to study, investigate, counsel, develop, update annually, and administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, along streets, and in other public areas. Such plan shall be presented annually to the town commission and upon their acceptance and assent shall constitute the official comprehensive tree plan for the Town of Dundee.

The board, when requested by the town commission, shall consider, investigate, make findings, report and recommend upon any special matter or question coming within the scope of its work.

(Ord. No. 18-08, § 2(6), 12-11-18)

Sec. 2-77. - Operation.

The board shall choose its own officers, which shall include a chairperson, a vice chairperson, and a secretary; make its own rules and regulations; and keep minutes of its proceedings. A majority of the members shall constitute a quorum for the transaction of official business of the board.

(Ord. No. 18-08, § 2(7), 12-11-18)



TREE BOARD MEETING

December 13, 2023 at 5:30 PM

AGENDA ITEM TITLE:

DISCUSSION 2023/2024 BUDGET

SUBJECT:

The Dundee Tree Board will discuss options for use of funds for Fiscal Year 2022/2023 Budget.

STAFF ANALYSIS:

The Tree Board's 2022/2023 budget is \$11,250,000.

Their remaining balance to be used no later than September 30, 2023 is \$8,500.00

FISCAL IMPACT:

At the pleasure of the board

STAFF RECOMMENDATION:

None

ATTACHMENTS:

None