

**City of Apalachicola Tree Committee
Meeting Summary
November 21, 2023, at 3 p.m.
Battery Park Community Center**

1. Attendees.

Scott Davis, Committee member,
Anita Grove, City Commissioner,
Faye Gibson, Parks and Recreation Committee member,
Rebecca Stafford, Committee member, and
Dennis Winterringer, Committee chairperson and preparer of summary for this meeting.

2. Summary of Committee's October 17, 2023, meeting (Winterringer) – Approved without revisions.

3. Landscaping plan for Lafayette Park.

- Perennial plantings in beds around the gazebo and at Avenue B walkway entrance to gazebo (Stafford).
 - Stafford proposal agreed with by City Manager at October 17 meeting.
 - Incorporate Stafford plantings on digital park map – Stafford to coordinate with Berkheiser, who will hopefully agree to update the digital map.
 - Stafford to provide list of plants to Gibson so that they can be posted for Memorialization Program.
- Native plant restoration area on southeast slope (Davis).
 - Davis proposal agreed with by City Manager at October 17 meeting.
 - Davis to e-mail copy of digital map to Committee members.
 - Park and Recreation Committee member Gibson's November 2 e-mail message in which she proposes as one option to use the leftover granite curbing as a stairway to the lower level of the native plant restoration area. Decided to not use the granite for this purpose but to use it as curbing around the picnic table and bench areas currently bordered by wooden ties and, if there is enough, as a border in the west-end parking lot.
 - Preparation of Duke Energy Foundation grant application. Davis to contact city grants coordinator Kendall Faulkner to enlist her help in writing a grant application.
- West end parking lot (Stafford).
 - Stafford to:
 - Prepare list of preferred plants for south end of lot that neighbors Roy and Becky Morton would pay for (plantings on driveway entrance to back yard) and
 - Meet onsite with Parks and Recreation Committee member Donna Ingle and Mortons to discuss.
- Water sprinkler heads.
 - Davis to meet with city employee Greg Harris or Robert Osburn to locate the sprinkler heads and to map them.

4. Arbor Day event (Winterringer).

- What: Give away trees provided by the Florida Forest Service.

3-gallon containers of:

Species	Number
Pond cypress	12
American elm	7
Southern magnolia	7
Sweetbay magnolia	10
Live oak	10
Sand live oak	10
Common persimmon	10
Longleaf pine	14
Total	80

- When: Saturday, January 27, 9 a.m. to noon.
- Where: Apalachicola Margaret Key Library parking lot.
- Participants.
 - Tree Committee members,
 - Commissioner Grove representing the National Estuarine Research Reserve,
 - Emily Martin and Alex Skovronsky, Florida Forest Service,
 - FAMU Extension Service (Sam Hand and Ed Duke) and FAMU master gardeners if FAMU has any,
 - Code Enforcement Officer Pamela J. Erwin answering questions on Tree Ordinance requirements and property owner applications to remove protected trees, and
 - Lynn Wilder demonstrating inoculation of palm tree with antibiotic to prevent lethal bronzing disease.
- Publicity.
 - Apalachicola Times article or event notice in left-hand column of newspaper first page,
 - Oyster Radio public service announcement,
 - City of Apalachicola Facebook page, and
 - Entry on library’s calendar of events.

5. Coxwell public records request (Winterringer).

In a November 13 e-mail message, general contractor Glen Coxwell asserted that Mr. Winterringer’s and Ms. Stafford’s September 24 impromptu encounter with Mr. Coxwell while he was clearing the vacant lot at the corner of 9th Street and Avenue F was a “special meeting” of the Tree Committee under the Florida Sunshine Law (open meetings law), which requires that the public be notified so that they may attend and that meeting minutes be recorded. In the message, he formally requested a copy of the minutes and said, if they are not forwarded to him, he will file a formal records request through City Hall to obtain them.

By e-mail message on November 13, City Clerk Lee Mathes responded to Mr. Coxwell that “There was no special meeting of the Tree Committee on September 24.”

By e-mail message on November 18, Mr. Coxwell filed a formal records request to Tree Committee members, city employees, and City Commissioners. He requests that the records be provided to him within 30 days (by December 18).

Documents are to be sent to city attorney Dan Hartman or City Clerk Lee Mathes, who will send them to Mr. Coxwell.

6. Department of Environmental Protection proposal for development in the Orman House botanical garden (Gibson).

Ms. Gibson discussed the proposal for an 1,800 square-foot pavilion and two restrooms totaling 800 square feet. At its November 13 meeting, the Planning and Zoning Board approved the proposal conditioned on the City Commission's subsequent approval. It's anticipated that the proposal will be on the agenda for the next meeting of the City Commission.

7. Next Tree Committee meeting.

December 19, 2023, 3 p.m., at the Battery Park Community Center.