

**City of Apalachicola Tree Committee
Meeting Summary
December 19, 2023, at 3 p.m.
Battery Park Community Center**

1. Attendees.

Sam Berkheiser, Tree Committee (TC) member,
Scott Davis, TC member,
Anita Grove, City Commissioner,
Faye Gibson, Parks and Recreation Committee (PRC) member,
Donna Ingle, PRC member
Rebecca Stafford, TC member, and
Dennis Winterringer, TC chairperson and preparer of summary for this meeting.

2. Summary of Committee's November 21, 2023, meeting (Winterringer) – Approved without revisions.

3. City's pruning of six Battery Park live oaks.

The City's ground maintenance crew has once again over-pruned the six Battery Park live oaks that were planted in January 2021.

4. Coxwell records request.

Glen Coxwell asked that records for the property at the corner of 9th Street and Avenue F be sent to him by December 18 (yesterday). The City Clerk and City's attorney are gathering the records.

5. Tree Committee guidelines.

Mr. Winterringer prepared and sent to Commissioner Grove written comments on the November 17, 2023, draft guidelines the City's Code Enforcement Officer (CEO) prepared. Ms. Grove is going to meet with the City Manager, City's attorney, and CEO to talk about revisions to the document.

6. Arbor Day event (Winterringer).

Tree Committee members, spread the word!

- 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
Southern 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,
 - Sam Hand and Ed Duke, FAMU Extension Service,
 - 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.
- Hand outs.
 - Mr. Winterringer will confirm that Messrs. Hand and Duke will bring planting and watering instructions.
 - Ms. Stafford will bring International Society of Arboriculture pamphlets on pruning and two other subjects.
- 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.

7. 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.
 - Stafford finalized plan.
 - Ms. Gibson is creating a document using Illustrator software.
 - For the Memorialization Program brochure, Ms. Stafford has provided to Ms. Gibson lists of:
 - ❖ Trees that will be planted throughout the park and
 - ❖ Shrubs that will be planted in the beds around the gazebo and at the Avenue B walkway entrance to the gazebo. (The longer-range plan is to plant shrubs under and around the trees once they are established. For the time being, these shrubs won't be listed on the brochure.)
- Native plant restoration area on southeast slope (Davis).
 - Davis proposal agreed with by City Manager at October 17 meeting.

- Mr. Davis e-mailed a copy of the map to Committee members prior to the meeting, but through oversight it wasn't discussed at this meeting.
 - Mr. Davis tried unsuccessfully to contact city grants coordinator Kendall Faulkner about preparing a Duke Energy Foundation grant application. Commissioner Grove said she left City employment a couple of weeks ago. Mr. Davis will meet with the City Manager to discuss. Permission to proceed with an application will have to be obtained from the City Commission.
- West end parking lot (Ingle).
 - In January 2024, the City is scheduled to:
 - Move for the Mortons the plants they planted on City property.
 - Level the parking lot and surface it with gravel.
 - To protect the roots of the live oaks on the edge of the park, the Tree Committee recommends that mulch rather than gravel be placed underneath the canopy of these trees where their branches reach over the parking lot.
 - Ms. Stafford will continue to give advice on appropriate plants for the area to be vegetated on the south end of the lot.
- Water sprinkler system (Davis).
 - Mr. Davis has arranged to meet with City employees on January 5, 2024, to get information on the water supply, including the locations of the lawn sprinkler heads, which he will map.
 - After this meeting it will be better known how functional the system is and whether it needs to be modified for the plantings (including the beds around the gazebo and at the Avenue B walkway entrance to the gazebo).

8. Memorialization Program brochure (Gibson).

Attendees discussed the draft brochure that Ms. Gibson handed out. There will be a plaque with the name of the memorialized person alongside the tree, shrub, or perennial bed that is planted. Rather than putting the common and scientific name of the plant on this plaque, this information will be on a separate, simpler marker.

9. Orman House botanical garden (Gibson).

The Parks and Recreation Committee will discuss this topic at the City Commission's January 9, 2024, meeting. It's anticipated that the Florida Division of Recreation and Parks will address the Commission at the Commission's regular February meeting.

10. Next Tree Committee meeting.

January 16, 2024, 3 p.m., at the Battery Park Community Center.