

**City of Apalachicola Tree Committee
Meeting Agenda
February 20, 2024, at 3 p.m.
Old Library**

1. Expected attendees.

Sam Berkheiser, Tree Committee (TC) member,
Scott Davis, TC member,
Anita Grove, City Commissioner, and
Dennis Winterringer, TC chairperson and preparer of summary for this meeting.

2. Summary of Committee's January 16, 2024, meeting (Winterringer) – Approve with or without revisions.

3. Departure of TC member Rebecca Stafford; recruiting of two new members (all).

Rebecca Stafford submitted her resignation to Commissioner Grove a few days prior to the Arbor Day event.

The TC is two members short of the five persons the Committee is supposed to have (or three members short if we think an alternate member is needed).

We need to recruit at least two new members.

4. January 27, 2024, Arbor Day event (all).

The event was successful in that we interacted with an estimated 125 persons who attended the event and gave away all trees in less than 2 hours.

While the memory of the event is still fresh in our minds, what should we do the same or differently for our January 2025 event?

- Due to its central location in the City and visibility along U.S. Highway 98 and 12th Street, the library parking lot was a good location to hold the event.
- If a tree giveaway is done next year:
 - Invite Florida A&M University Extension Service agents next year or alternate and invite University of Florida local Extension Service agent Erik Lovestrand?
 - To stretch the Florida Forest Service's \$500 budget and increase the number of trees we give away, get 1-gallon instead of 3-gallon trees (or a combination of 1- and 3-gallon trees)?
- Rather than a tree giveaway next year, hold a community tree-planting event at Lafayette Park to plant trees bought with the City's Reforestation Fund (and hopefully grant) money? If so, invite City Commissioners for a photo opportunity.
- In cooperation with the Apalachicola Area Historical Society, plant a three-tree grove of Chapman oaks in the Chestnut Street Cemetery at the U.S. Highway 98 entrance?
- Arrange a tree planting at ABC School by one of the classes?
- Other suggestions and possibilities.

5. Committee Chairperson.

At the Committee's July 2023 meeting, TC members reelected Mr. Winterringer as Chairperson. He agreed to serve for another 6 months at which time the election of a Chairperson would be again be undertaken.

6. Tree Committee role and responsibilities.

Attached is a copy of the revised document that the City Manager prepared and the City Commission adopted at its February 6, 2024, meeting.

7. Landscaping plan for Lafayette Park.

- Final plan discussed by Rebecca Stafford at the last meeting.
- Native plant restoration area on southeast slope (Davis).
 - Meeting with City Manager to discuss.
 - Permission will have to be obtained from City Commission to proceed with Duke Energy Foundation grant application.
- Water sprinkler system (Davis).
 - Meeting 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.
 - Functionality of system 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. Next TC meeting.

The TC meets the third Tuesday of the month at 3 p.m. When the City Commission holds a special meeting outside its regular monthly meeting (which is the first Tuesday after the first Monday of the month), it often schedules the meeting on the same Tuesday as the TC meeting. There have been scheduling conflicts.

Mr. Winterringer proposes that the TC change its meeting day to the third Wednesday of the month.

If TC members decide to change the meeting day, the next meeting will be held on Wednesday, March 20, 2024, at 3 p.m.

TREE COMMITTEE

Trees play a key role in Apalachicola's landscape contributing aesthetically to the city's historic landscape and its overall appeal. They keep us cool in the warmer months and protect us from wind and erosion.

Trees are recognized to be a valued asset, providing a healthier and more beautiful environment in which to live. Tree preservation enhances the value and marketability of property and thereby promotes the stability of residential neighborhoods, making them more livable and desirable.

Purpose and intent.

The Tree Committee shall serve as an advisory committee to the City of Apalachicola. The purpose of the Tree Committee is to provide guidance to the City Commission in the development of policy recommendations relative to the activities and issues in their specified area of concerns; maintenance, removal, and planting of trees on city-owned property.

Roles and responsibilities.

1. Propose to the City ways the City can educate the community about the benefits of well-maintained trees and how to grow trees in our city to provide these benefits.
2. Propose ways the City can foster communication among the citizens of the town that would provide needed protection of trees and to coordinate active measures to support their health and growth.
3. At the request of the City Commission or City Manager, develop a general, City-wide tree management plan for the care, preservation, and management of trees in parks, along streets, and other public areas, and present the plan to the city commission for consideration.
4. Coordinate with the City in its annual Arbor Day proclamation, observance, and tree give-away, and in the annual application for Tree City status with the Arbor Day Foundation.
5. At the request a request by the City Commission or City Manager, provide information in support of urban and community forestry grants.
6. At the request of the City Commission and City Manager, provide input into revisions to the Tree Ordinance.

Implementation of tree plan.

Upon the adoption of a tree management plan, it shall be the duty of the city manager or his designee, to undertake the day-to-day care, preservation, pruning, planting, replanting, removal, or disposition of trees and shrubs in parks, along streets, and in all other public areas.

Members; qualifications; appointment.

The tree advisory committee shall be comprised of five (5) members, plus one (1) alternate who are full-time residents of Apalachicola. Members should have knowledge of trees, forestry, and arboriculture. It is preferred that at least one member be a certified arborist, landscape architect, or an individual with comparable experience and training. Members shall serve without compensation and shall be appointed by the city commission.

Additional Guidelines.

All advisory committees shall follow the guidelines of the Rules of Procedure for the City Commission of the City of Apalachicola, effective June 4, 2019. Any amendment or modification of said Rules of Procedure shall be appropriated and applied to the guidelines for advisory committees.