



**Minutes
Town of Lake Park, Florida
Tree Board Meeting
Tuesday, September 13, 2021, 6:00 PM
Town Hall Commission Chamber,
535 Park Avenue, Lake Park, Florida 33403**

The Tree Board met for the purpose of a regular session on Tuesday, September 13, 2021 at 6:00 p.m. Present were Chair Brady Drew, Vice-Chair Cynthia Grey and Board Member Pamela Frazier. Town staff included Community Development Director Nadia DiTommaso, Public Works Director Roberto Travieso and Town Clerk Vivian Mendez.

Chair Drew performed the roll call and led the pledge of allegiance.

Consent Agenda:

1. August 10, 2021 Tree Board Meeting Minutes.

Board Member Frazier pulled the meeting minutes from the agenda. She stated that the minutes did not reflect that she stated that indigenous trees and plants be sold at Town events throughout the year. That would assist the community to know what the Town Tree Board was doing. She added that if the items were sold it would help the Town generate funds. She reflected that Mr. Mercado had mentioned a woman in Town worked with indigenous plants and would be a great resource to the Town. This would also allow the Town to brand the Tree Board

The Board came to consensus to have the August 10, 2021 Tree Board Meeting minutes placed on the October 12, 2021 agenda.

New Business:

2. Recognition and Memorial Tree and Bench Program – Review of enclosed draft program for the Town.

Community Development Director DiTommaso explained the proposed Memorial Tree and Bench Programs (see Exhibit "A"). Discussed ensued regarding the proposed program.

Vice-Chair Grey asked that a breakdown of the cost of the trees be included instead of having a flat rate of \$800.00. She suggested that a range of cost and size of the trees be included in the program, so that a person was aware of what they have purchased. Community Development Director DiTommaso explained what would be incorporated into the \$800.00 fee. Vice-Chair Grey asked that the address of the pocket parks be included so that the person would know where their tree, plaque and benches would be placed. She asked if the program would be advertised. Community Development Director DiTommaso stated that the program would be advertised on the Town's website. Vice-Chair Grey asked specific questions regarding the languages in which could be used on the plaques.

Community Development Director DiTommaso continued explaining the program. Board Member Frazier asked who would be part of the decision making process regarding the placement of the trees or benches. Community Development Director DiTommaso explained that the Town envisions that the process would begin in the Special Events Department in conjunction with the Public Works Department. Board Member Frazier asked who would be designing the placement of trees, benches and plaques in the parks. Community Development Director DiTommaso explained that those decisions would be based on the type of tree and the environment in which it would be placed. Those decisions would be discussed with an arborist and the Public Works Department.

The Board asked questions regarding the plaque, placement of trees, damage of trees and benches. Chair Drew commented on the proposed program, recruiting members, additional education opportunities at Palm Beach State College or online courses, the tree survey, selling trees/plants. Public Works Director Roberto Travieso clarified that the trees are 3-6 feet in 35-gallon pots. Discussion ensued regarding the proposed program and bioswales, and a sprinkler system program.

Vice-Chair Grey asked if the Town could solicit for more Tree Board members. Staff will do so. The Board Membership application was available on the Town's website.

Future Meeting Agenda Items

- Full list of Preferred Plant List from the Town and consultant.
- Review the draft proposed program before it was presented to the Commission.
- Map of the pocket parks.
- List of Town Events.
- List of Educational Resources.

PUBLIC COMMENT:

None

BOARD MEMBER COMMENTS:

Chair Drew had no comments.

Board Member Frazier had no comments.

Vice-Chair Grey had no comments.

ADJOURNMENT

There being no further business to come before the Board, and by unanimous vote, the meeting adjourned at 7:05 p.m.



Chair Brady Drew



Town Clerk, Vivian Mendez, MMC



Approved on this 14 of December, 2021



Exhibit "A"

Town of Lake Park Recognition and Memorial Tree & Bench Program

Honor someone special, celebrate an occasion, or remember loved ones and pets by donating a tree or bench. A tree or bench provides a gift to the entire community.

I. Program Benefits

- Clean Air
- Erosion Control
- Beautification of Town parks
- Ease noise pollution
- A lasting tribute
- A unique gift

II. Available Park Locations for Tree Planting & Bench Placement

(final location will be determined by Town Staff)

- Lottie Mae Park
- Blakely Park
- West Ilex Park

(Additional areas may be available in the future)

III. Program Options

Option 1: New Tree Planting

A new tree will be planted in memory/honor of your loved one (see enclosed Tree Approval List). Cost includes purchase and installation by the Town.

Cost (subject to change based on market rates): \$800.00

Additional Fees:

Tree Plaque (maximum of 1)

- Cost is \$145.95
- Dimensions are 5"x7"
- Includes an 18" stake;
- Delivery time averages 3-4 weeks, but this could be shorter through a local vendor

Option 2: New Bench Placement or Existing Bench Replacement

A bench will be placed in the park of your choice, or at the discretion of the Town of Lake Park. Cost includes one(1) bench plaque (see below), purchase and installation by the Town. Bench design options will be provided by the Town.

Cost (subject to change based on market rates): \$2,500.00

Bench Plaque Specifications: Dimensions are 6"x8". Delivery time averages 3-4 weeks, but this could be shorter through a local vendor.

Note: All options include a commemorative certificate with the selected location.

TREE APPROVAL LIST:

Trees	
Scientific Name	Common Name
Quercus virginiana	Live Oak
Quercus laurifolia	Laurel Oak
Taxodium spp.	Cypress
Acer rubrum	Red Maple
Magnolia virginica	Sweetbay Magnolia
Ilex cassine	Dahoon Holly
Bursera simaruba	Gumbo Limbo
Coccoloba diversifolia	Pigeon Plum
Annona glabra	Pond Apple
Persea borbonia	Red Bay
Sabal palmetto	Cabbage palm

SAMPLE TREE PLAQUE:



SAMPLE BENCH PLAQUE:

