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**CITY BEAUTIFICATION AND TREE BOARD
REGULAR MEETING AGENDA
1350 BALDWIN AVENUE, CITY HALL
THURSDAY, SEPTEMBER 3, 2026
5:00 PM**

1. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

2. APPROVAL OF MINUTES

- A. Deputy City Clerk S. Gabbard
 - 1. Minutes for Approval — July 14, 2026—Regular Meeting Minutes

3. REGULAR AGENDA

- A. Additions/Deletions to the Regular Agenda
- B. Approval of the Regular Agenda
- C. Chair K. Wennerberg
 - 1. Tree trimming on Baldwin
 - 2. Holiday light colors and schedule
 - 3. Wayfinding Task Force update
- D. Public Works Director, A. Anderson
 - 1. PW edits 5-Year Masterplan Chipley Park
 - 2. 30 Tree Planting Suggestions

4. CITIZEN COMMENTS

5. ADJOURNMENT

Florida Statute 286.0105. Notices of meetings and hearings must advise that a record is required to appeal. Each board, commission, or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The requirements of this section do not apply to the notice provided in s. 200.065(3). In accordance with Section 286.26, F.S., persons with disabilities may contact the City Clerk at cityclerk@defuniaksprings.net or 850-892-8500 ext. 1103.

July 14, 2026

**CITY BEAUTIFICATION AND TREE BOARD
REGULAR MEETING AGENDA
1350 BALDWIN AVENUE, CITY HALL
TUESDAY, JULY 14, 2026
5:00 PM**

Present: Chair Kim Wennerberg, Vice Chair Sommer Adams, Janet Evans, Mike Goodchild. And Evan Anderson.

Also present: Director of Public Works Andrew Anderson and Sumie Gabbard, Executive Assistant/Deputy City Clerk. Guests: Ryan Mims (Walton County Department of Health / Board Member, Emerald Coast Music Alliance) and Lisa Finch (Board Member, Emerald Coast Music Alliance)

The meeting was called to order by Chair Kim Wennerberg at 5:01 PM. Invocation and Pledge of Allegiance: Recited by all present.

ITEM 2. REGULAR AGENDA

ITEM 2A. Additions/Deletions: **Item 2. F:** Trees in New Developments subdivision tree planting updates. **Item 2. G:** Main Street Flower Beds (Discussion on Main Street area planting beds).

The motion was made by Sommer Adams and seconded by Evan Anderson to add Items 2. F and 2. G to the regular agenda. The vote passed unanimously.

ITEM 2.B. APPROVAL OF THE REGULAR AGENDA:

The motion to approve the regular agenda, with the addition, was made by Sommer Adams and seconded by Evan Anderson. The motion passed unanimously.

ITEM 2. C. Emerald Coast Music and Trails

Presenters: Ryan Mims (*Walton County Department of Health / Emerald Coast Music Alliance*) and Lisa Finch (*Emerald Coast Music Alliance*).

Mr. Mims and Ms. Finch presented a collaborative health and wellness project incorporating QR-coded signage in public spaces (starting with a proposed rollout at Chipley Park/The Lakeyard) that links visitors to curated classical music playlists via Amazon Music, Apple Music, or Spotify. Landing pages will also offer local history, educational content, and interactive features. Seeking grant/TDC funding and donor support; soft launch proposed around Christmas Reflections. Emphasized utilizing existing park signage rather than adding unnecessary signposts.

The motion was made by Evan Anderson and seconded by Sommer Adams to approve the presentation and refer the project to the City Council for the final review and approval. The motion passed unanimously.

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ITEM 2.D. Tree Donation Policy (Draft)

The Board reviewed the proposed draft of the Tree Donation Policy and the accompanying application form submitted by Public Works. Board members discussed Section 4, which addresses Dedication Markers. There was a debate over whether optional granite markers, requested at the donor's expense, should require explicit Board approval to ensure that aesthetic standards are upheld in public parks.

In Section 15, the Board approved changes to the tree provisions. Specifically, they decided to classify the canopy tree removal of Laurel Oak trees as part of the Canopy Tree section. Additionally, they confirmed the removal of the Pagoda Dogwood from the list and added the Saucer Magnolia to the Understory Trees category.

The motion was made by Evan Anderson and seconded by Mike Goodchild to advance the Draft Tree Donation Policy and Application to the City Council for approval during the meeting on July 27, 2026. The motion passed unanimously.

ITEM 2.E. Public Works Update

Mr. Anderson gave the board an update on the estimated price from S4 Lighting Company, \$ 3,500.00. He discussed that the number of lights may range from two to three, depending upon the size of the tree.

The motion, made by Kim Wennerberg, was to approve the purchase of the lights for \$3500.00 and to seek the City Council's final approval of the Lake Yard uplifting. It was seconded by Sommer Adams and passed unanimously.

ITEM 2.F. (added) Trees in new development subdivision tree planting.

Mike Goodchild discussed speaking with Councilman Harrison about the Live Oaks planted on Walton Road in relation to the Alden Springs Subdivision plans. The concern is that the sidewalks will be destroyed in 30-40 years by the roots of the Live Oaks.

Ms. Gabbard reassured Mr. Goodchild that the City Council, on July 13, 2026, made the motion to approve the Alden Springs 4D1-2024-SD-02 with the removal of the Live Oaks.

ITEM 2.G. (added) Main Street Flower Beds

Sommer Adams suggested that the Public Works Department trim the plants in the Main Street flower beds to 18 inches in preparation for the fall. Mr. Anderson agreed to have his crew complete the request.

ITEM 3. Citizen Comments

Public comments were received from Lisa Finch regarding the general criteria for donation and placement across city parks. Mr. Anderson explained that once the application is completed, the City Beautification and Tree Board will approve or deny it. Placement will depend on the specific tree species.

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ITEM 4. Adjournment

There being no further business, Chairwoman Kim Wennerberg adjourned the meeting at 5:47 PM.

Approved:

Kim Wennerberg, Chair

ATTEST:

Minutes taken by Sumie Gabbard, Deputy City Clerk
Proper notice having been duly given

5-Year Master Plan for Chipley Park

City of DeFuniak Springs, Florida
Draft Proposal

Year 1: Assessment & Quick Wins

Goal: Build momentum with visible, low-cost improvements.

Conduct an **annual** Chipley Park needs assessment with input from the community and the Public Works Director. **Annually, as needs change.**

~~Do a utility location map. —PW Director: PW Director will be responsible for this and give updates as completed.~~

Develop a long-term maintenance plan (~~staff/~~**volunteers** + ~~budget line~~)

Pet waste stations and garbage receptacles are consistent. (~~WM needs to be contacted~~)

Establish a Friends of Chipley Park volunteer group for ongoing support—partner with local schools, civic clubs, and volunteers for clean-up days.

Berries and bloom campaign.

The United Way sponsors Born Trails. The proposed location is near the Library. (Staff have met with United Way and are waiting on the design element.) **Will be brought to the CB&BT committee.**

Year 2: Safety & Accessibility Enhancements

Goal: Make the park more welcoming and inclusive.

~~Upgrade lighting in key areas for safety and evening use. —Canopy lighting in Live Oaks.~~

Create directional signage and establish a park identity/branding (low-cost but impactful).

Wayfinding task force.

Repair/refresh walking paths with community volunteer labor and in-kind donations.

Add ADA-compliant features: accessible picnic tables, ramps, and improved restrooms (seek grants).

Safety beacons for emergency response calls for DFSPD. **(CRA community policing)**

Year 3: Community Amenities & Programming

Goal: Activate the park as a community gathering place.

Install a fountain(s) in Lake DeFuniak (could be sponsored by local businesses).

~~{ Grant? FLMS for Aerator fountain}~~

Sidewalk around the lake with bike paths and underground wiring.

Amphitheater - Seek state or regional tourism grants to support programming and advertising of events. **CRA and** TDC project.

Year 4: Environmental Stewardship & Beautification

Goal: Highlight the park's natural setting and history.

Create Formal gardens. Improve ecology.

Launch a community-led tree-planting campaign (partner with UF/IFAS Extension or Florida Forestry)—consider an urban orchard or similar grant. **Work with DEP.**

Year 5: Legacy & Sustainability

Goal: Establish Chipley Park as a signature asset for the city.

Seek sponsorships/grants for ongoing improvements (FRDAP, FDOT Beautification, FDEP Park and Open Space, and Open Trails). You must meet specific guidelines.

Guiding Principles

1. Phased Improvements – Small, manageable projects each year.
2. Partnerships – Leverage civic groups, nonprofits, schools, and businesses.
3. Grants & Sponsorships – Pursue funding through FRDAP, tourism, and private donors.
4. Community Engagement – Residents shape the plan through surveys, events, and “Friends of the Park.”
5. Sustainability – Focus on low-maintenance, eco-friendly design.