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**CITY BEAUTIFICATION AND TREE BOARD
REGULAR MEETING AGENDA
1350 BALDWIN AVENUE, CITY HALL
THURSDAY, FEBRUARY 6, 2025
5:00 PM**

- 1. CALL TO ORDER**
 - A. Invocation
 - B. Pledge of Allegiance
- 2. APPROVAL OF MINUTES**
 - A. January 2, 2025
- 3. TREE DONATION POLICY DISCUSSION**
 - A. Attachment
- 4. PLANTS ON SOUTH 10TH STREET QUOTE RATIFICATION**
 - A. Attachment
- 5. DOG PARK UPDATE**
- 6. MURAL ON 90**
- 7. MEDIANS ON 90 WEST**
- 8. CITIZEN COMMENTS**
- 9. 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.

**DeFuniak Springs
City Beautification and Tree Board
Meeting Minutes
Council Chambers
January 2, 2025**

1. Call to Order

Vice Chair Sommer Adams called the meeting to order at 5:00 PM.

Present: Kim Wennerberg, Sommer Adams, Mike Goodchild, Evan Anderson.

Absent:

Also, present was Rafael Ali City Clerk.

2. APPROVAL OF THE MINUTES

A. November 7, 2024

A motion was made to approve the minutes of November 7, 2024 meeting minutes by Mr. Goodchild and seconded by Mrs. Adams; the motion passed without objection.

B. December 5, 2024

A motion was made to approve the minutes of December 5, 2024 meeting minutes by Mrs. Adams and seconded by Mr. Anderson; the motion passed without objection.

3. SIGN DESIGN SUGGESTIONS FOR THE INTERSECTION OF 10TH STREET AND BALDWIN AVENUE

Mrs. Wennerberg shared some sign design suggestions. The City Beautification and Tree Board discussed various design options. Mrs. Wennerberg mentioned that she prefers old-fashioned styles with greenery. She also stated that she reached out to Denise Kania about grants related to this project and mentioned that there are various kinds of community grants available. Mrs. Wennerberg asked if there had been any discussions about larger wayfinding signs on Highway 90 or 331.

Mr. Townsend clarified that the document on page 13 is from the CRA master plan. He stated that cooperation with the state will be required for the project. Mr. Townsend directed Michael Nelson to review the CRA redevelopment plan.

Mr. Townsend explained the CRA wayfinding project and noted that it is more like an entrance sign rather than a full wayfinding system. Mrs. Wennerberg mentioned that she would like arrows

included in the middle of her proposed sign. Mr. Townsend stated that the current design does not consider the entrance going onto 9th Street. He asked Mr. Nelson to use Street View on 10th Street for reference.

The Tree Board discussed potential locations for the sign. Mrs. Wennerberg suggested that the sign could include the word "shopping." Mr. Townsend agreed, stating that this could be done in conjunction with Main Street.

Mr. Goodchild asked if it would be possible to have a sign pointing in different directions. Mr. Townsend responded that a sign could be made for major city locations. The Tree Board discussed how they would like the sign to look. Mrs. Wennerberg suggested that they could first get a general idea for the design and then estimate a budget for the project.

Mrs. Wennerberg asked for Mr. Townsend's direction. He stated that the goal would be to bring back a sketch for the project. Mr. Townsend also mentioned that they could come back with a contractor, such as a mason, to build it.

Mr. Adams shared that she had spoken to Beverly from Advance Nursery, who mentioned that the Blue Tuscan Rosemary is being changed to 3-gallon pots. Mrs. Adams also noted that Beverly wants a specific date for when the project will be done.

Mrs. Adams asked if the project was finalized. Mr. Goodchild responded that they could probably aim to do it by mid-February.

Mr. Townsend asked for an update on the project, and the Tree Board provided the latest information. Mr. Townsend then asked how much the quote was. Mrs. Adams answered, "2,000."

Mr. Townsend confirmed that the Tree Board has the budget. Mrs. Wennerberg clarified that they only plan to work on one curb at the moment. Mr. Adams added that the idea is to complete one curb for now and involve others in future projects.

Mr. Townsend confirmed that this quote is only for one of the curb cuts and the curb near the Tesla station. He asked Mr. Ali if he had the quotes, and Mr. Ali confirmed that he did. Mr. Townsend requested that Mr. Ali forward the quotes to him.

Mr. Townsend stated that if everyone agrees, he can go ahead and place the order. He added that this falls under his spending authority, and the item will be placed on the next agenda for ratification.

4. ARBOR DAY DISCUSSION

Mr. Goodchild presented on the Arbor Day celebration. Mrs. Wennerberg stated that she liked the idea of planting on Arbor Day and asked what tree they would be planting. Mr. Goodchild responded that they had discussed a general list of trees.

Mr. Goodchild asked Mr. Ali if he had the list, and Mr. Ali confirmed that he did. Mr. Goodchild then asked the board which type of tree they would like to plant. Mr. Anderson suggested that cypress would be fine.

Mr. Goodchild confirmed that they would order cypress and oak trees. He also mentioned that he would need a couple of Tree Board members to help with the planting. Mr. Goodchild added that the mayor would need to be present to read the proclamation during the event.

Mrs. Permenter stated that she will put it on the mayor's calendar.

Mr. Townsend stated that the Garden Club will likely be partners in that.

Mr. Wennerberg asked if there is other business that is not on the agenda.

Mr. Townsend explained that he would like to have a mural on the wall on 90.

Mr. Townsend stated that he could add it on the next Tree Board meeting agenda.

Mr. Townsend discussed working on the medians on 90 West.

Mr. Goodchild asked if the city is responsible for those medians.

Mr. Townsend stated that the state has a number of years where the state maintains them, but after 5 years, they get passed on to us to take care of.

5. CITIZEN COMMENTS

6. ADJOURNMENT

The meeting adjourned at 5:50 PM.

Approved:

Kim Wennerberg, Chair

ATTEST:

Minutes taken by Rafael Ali, City Clerk
Proper notice having been duly given

City of DeFuniak Springs Tree Donation Policy

The City of Defuniak Springs welcomes your donation of a tree(s) to one of our beautiful parks.

Guidelines include:

- Donors shall procure their tree of choice using the guidelines here and make arrangements with Public Works for planting. Should donor be physically unable to do so, the city will assist in this process. Please contact Andrea Jarrard at 850-333-4685 - email pwadmin@defuniaksprings.net. Secondary contact is Scott Simmons at 850-892-8511 - email streets@defuniaksprings.net.
- Donations may be made year round but the preferred planting time is November to March. The city reserves the right to plant at a time that is best for the health and life of the tree.
- The tree(s) minimum requirements are:
 - 7+ gallon container size
 - 1 inch minimum caliper @ 4.5' height
 - 6' tall from the base of the tree
 - Grade 1 or equivalent with preferably 1 trunk
- The list of acceptable trees are attached and listed below.
- The City shall install the tree and if applicable, a dedication marker (see below for marker details).
- Upon installation, the tree and marker become the property of the City of DeFuniak Springs.
- The City has the right to terminate or revise the dedication/donation policy at any time without notice with coordination of the Tree & Beautification Board.

Please indicate the placement preference beside your choice in order of 1st, 2nd, & 3rd. The City has the final decision on the park and location in the park and staff will gladly let you know the location.

- _____ Chipley Park (Circle Dr.)
- _____ DeFuniak Springs Sports Complex (956 Gene Hurley Rd.)
- _____ Florence Park (S 11th St.)
- _____ Harbeson Field (357 N 9th St.)
- _____ Henry Park (1162 Circle Dr.)
- _____ Lake Stanley Park (271 Shoemaker Dr.)
- _____ Pat Covell Park #1 (S 23rd St and Sheldon Ave.)
- _____ Pat Covell Park #2 (400 Vann Ave.)
- _____ Plateau & Clay (88 Plateau Ave)
- _____ Wayside Park (Intersection Hwy 90 + Hwy 331S)
- _____ Other city location (to be approved by City Council)

Markers:

At the request and expense of the donor, the City will arrange for a granite stone dedication marker. Prices may vary and is \$95 as of July 2022.

This is optional and not required to donate a tree.

- The size of the marker will be approximately 12”L X 8-10” W.
- Dedication marker order will be placed once the quoted payment has been received.

Should a marker be included, it will be granite stone (flush to the ground) with details described below:

1. Common and scientific name of tree
2. Choice of _____ In Memory of

_____ In Honor of

-
3. Year Planted

Donor shall sign a statement that he or she acknowledges and agrees:

- That the City will make all reasonable efforts to maintain the tree(s) and utilize all available resources to increase the likelihood of survival after planting. However, the City has no duty to replace the tree(s) that die or are damaged by vandalism, weather, disease, etc.

The City will keep a registry book of donors in the City Clerk’s office showing the location of donated items.

ACCEPTABLE TREESCanopy Trees:

Acer rubrum	Red Maple

<i>Acer barbatum floridanum</i>	Florida Maple
<i>Taxodium distichum</i>	Bald Cypress
<i>Carya glabra</i>	Pignut Hickory
<i>Carya tomentosa</i>	Mockernut Hickory
<i>Celtis laevigata</i>	Hackberry
<i>Chamaecyparis thyoides</i>	Atlantic White Cedar
<i>Fagus grandifolia</i>	American Beech
<i>Fraxinum americana</i>	White Ash
<i>Gordonia lasianthus</i>	Loblollybay
<i>Juniperus silicicola</i>	Southern Red Cedar
<i>Juniperus virginiana</i>	Eastern Red Cedar
<i>Lindodendron tulipifera</i>	(Tulip tree) Yellow Popular
<i>Liquidambar styraciflua</i>	Sweetgum

Magnolia acunilnata	Cucumber Tree
Magnolia grandifolia	Southern Magnolia
Magnolia virginiana	Sweetbay
Nyssa sylvatica	(Sour) Tupelo Gum
Persea borbonia	Red Bay
Pinus palustris	Long leaf pine
Platanus occidentalis	Sycamore
Quercus alba	White oak
Quercus falcate	Southern red oak
Quercus laurifolia	Laurel Oak
Quercus michauxii	Swamp Chestnut Oak
Quercus phellos	Willow Oak

Quercus shumardii	Shumard Oak
Quercus stellata	Post Oak
Quercus virginiana	Live Oak
Taxodium ascendens	Pond cypress
Tilia Caroliniana	Basswood
Ulmus alata	Winged Elm
Ulmus floridana	Florida Elm

Understory Trees:

Amelanchier arborea	Service Berry
Betula nigra	River Birch
Carpinus caroliniana	Blue Beech
Castanea pumila	Chinquapin
Catalpa bignonioides	Catalpa

Chionanthus retusa	Chinese Fringe Tree
Chionanthus virginicus	Fringetree
Comus alternifolia	Pagoda Dogwood
Cornus florida	Dogwood
Crataegus app.	Hawthorn
Eriobotrya japonica	Loquat
Haiesia diptera	Silverbell
Ilex opaca	American Holly
Ilex cassine	Dahoon Holly
Koelreuteria elegans	Goldenrain Tree
Lagerstroemia indica	Crape Myrtle
Little Gem	Southern Magnolia

<i>Malus angustifolia</i>	Wild crabapple
<i>Mona rubra</i>	Red Mulberry
<i>Myrica cerifera</i>	Wax Myrtle
<i>Ostrya virginiana</i>	Hop Hornbeam
<i>Oxydendron arboreum</i>	Sourwood
<i>Prunus americana</i>	American Plum
<i>Sassafras albidum</i>	Sassafras
<i>Styrax americana</i>	American Snowbell
<i>Vaccinium arboreum</i>	Sparkleberry
<i>Viburnum rufidulum</i>	Rusty Blackhawk

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850-391-2228

	Date:	Nov19,2024		
Company:		Phone: 850-333-1284	Job Bid Date:	
Contact:	Summer Adams	Job Name:		
Email: adamsremmos@yahoo.com				
Quantity	Size	Description	Price Each	Total
20	3 Gal	Muhly Grass	\$	\$
20	3 Gal	Sunshine Ligustrum	\$	\$
20	3 Gal	Dwarf Fakahatchee	\$	\$
20	3 Gal	Tuscan Blue Rosemary	\$	\$
20	3 Gal	Shoal Creek Vitex	\$	\$
0	0	0	\$ 0	\$ 0.00
0	0	0	\$ 0	\$ 0.00
0	0	0	\$ 0	\$ 0.00
0	0	0	\$ 0	\$ 0.00
0	0	0	\$ 0	\$ 0.00
0	0	0	\$ 0	\$ 0.00
0	0	0	\$ 0	\$ 0.00
0	0	0	\$ 0	\$ 0.00
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0	0	0	\$ 0	\$ 0.00
0	0	0	\$ 0	\$ 0.00
0	0	0	\$ 0	\$ 0.00
0	0	0	\$ 0	\$ 0.00
0	0	0	\$ 0	\$ 0.00
0	0	0	\$ 0	\$ 0.00
0	0	0	\$ 0	\$ 0.00
0	0	0	\$ 0	\$ 0.00
0	0	# of Trucks	Each Truck	\$ 0.00
PAYMENT METHOD XX	CASH	CHECK	CREDIT CARD	(3.25% FEE)
			Sub Total	\$ 1,966.67
			Taxes	\$
			Delivery	\$ 0.00
			Total	\$ 1,966.67

Please put an ' X 'in the box for how you plan to pay
SIGNATURE:_____DATE_____

This bid is good for 20 days. We will need up to a 10 day lead time to make sure we have everything in stock. If you dont have a Tax ID certificate we will need to add a 7% tax to the price making it \$2104.34 Please let us know if you will need delivery to the job site.

Thank you . Bev