



# Town of Miami Lakes

## Memorandum

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**To:** Honorable Mayor & Councilmembers

**From:** Edward Pidermann, Town Manager

**Subject:** Tree Trimming Vendor Registration Program

**Date:** January 21<sup>st</sup>, 2025

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### **Report Overview:**

It is recommended that the Town Council approve the implementation of the Tree Trimming Vendor Registration Program to improve safety, ensure care services meet industry standards, and provide residents with access to a vetted list of qualified professionals. Vendor participation in this program is voluntary as recently adopted Florida Statute amendments to s.163.211 supersede any local government licensing requirements of occupations effective July 1st, 2025.

The program will operate through a structured process that includes:

1. Application Submission: Companies complete the registration form and submit required documents, including certifications, insurance, and references.
2. Application Review: Town staff reviews applications for compliance with program criteria and conducts on-site inspections if necessary.
3. Approval and Listing: Approved companies receive a certificate of registration and are added to a public directory available on the Town's website.
4. Ongoing Compliance: Registered companies must renew annually, provide proof of continuing education, and adhere to periodic compliance checks by Town staff.

### **Background:**

The Tree Trimming Registration Program was brought forward by then Vice Mayor Tony Fernandez at the September 10, 2024, Regular Council Meeting (Item 14-D). The program addresses concerns regarding unqualified tree trimming practices and aims to:

- Enhance safety for residents and workers.
- Promote environmental stewardship and proper tree care standards.

- Provide residents with a reliable resource for certified tree care professionals.

The Town currently lacks a formal registry to vet tree trimming companies that work within the Town limits, which has led to inconsistent practices and potential safety hazards. By requiring companies to meet standardized criteria—such as certification, insurance coverage, and adherence to OSHA safety guidelines—the program aligns with the Town's broader goals of accountability, transparency, and environmental preservation.

### **Program Overview:**

The Tree Trimming Registration Program establishes a clear process for tree care professionals to become registered to work within the Town. Key components of the program include:

1. Certification and Insurance Requirements:
  - a. Companies must provide certifications from recognized organizations (e.g., ISA, TCIA) and proof of general liability and worker's compensation insurance.
2. Application Process:
  - a. Applications are submitted online or in person at Town Hall with a \$100 application fee. Required documents include proof of certification, insurance, business tax receipts, and training records.
3. Review and Approval:
  - a. Town staff will verify all submitted documents and may conduct on-site inspections to confirm adherence to program standards.
4. Public Directory:
  - a. Approved companies will be listed in a searchable public directory on the Town's website. Listings will include contact information and credentials.
5. Ongoing Compliance:
  - a. Companies must renew their registration annually by providing updated documents and paying a \$75 renewal fee.
  - b. Random audits will be conducted to ensure continued compliance, and companies must complete a minimum of 8 hours of annual training in arboriculture and safety protocols.

### **Positive Impacts for the Town:**

The Tree Trimming Registration Program aligns with the Town's commitment to safety, accountability, and environmental stewardship by:

- Reducing unqualified and unsafe tree care practices.
- Preserving the Town's tree canopy and natural beauty through standardized care.
- Providing residents with trusted professionals for tree trimming services.
- Promoting long-term sustainability of the Town's urban forest.

### **Next Steps:**

If approved, Town staff will:

- Finalize the program structure and application process.
- Launch outreach efforts to notify tree care companies of the new registration requirements.
- Begin accepting applications and establish the online public directory.

### **Attachments:**

1. **Exhibit A: Tree Trimming Registration Program Outline**
2. **Exhibit B: Tree Trimming Registry Application Form**
3. **Exhibit C: Tree Trimming Registry Decal**