

Jacksonville Tree Commission

Minutes

Wednesday November 20, 2024, - 9:30 AM

Via Zoom Platform & In Person

[Recording of Meeting can be obtained by sending request to
Joe Rainey [jrainey@coj.net]

For approval December 17, 2024

Commissioners:

Curtis L. Hart, Chair (Council Appointee; 2021-0033-A)
Susan Fraser (Council Appointee; 2022-0063-A)
Vacant (Mayor Appointee; 2023-0696-A)
William Burke (Mayor Appointee; 2023-0695-A)
Alden Howell (Council Appointee; 2024-0388-A)
Chris Miller Council Liaison
Nina Sickler, Director of Public Works

Advisors:

Jonathan Colburn - Urban Forestry Manager
Justin Gearhart - City Arborist
Shannon MacGillis - Office of General Counsel
Jose Regueiro - Accounting

Staff: Joe Rainey

1. Call to Order

Conducted by Chair

2. Roll Call and Verification of Quorum

Conducted by Chair, Commissioners present:

Curtis Hart, Chair
Susan Fraser
Nina Sickler
William Burke
Chris Miller
Alden Howell

Quorum present (4, in person): yes

3. Call for Public Speakers (online & card):

NONE

Action Items:

1. Prior Meeting Minutes.

Issue: The minutes from September 18, 2024, pending approval

Motion: Approve

Moved by: Nina Sickler

Second: Susan Fraser

Vote: **September minutes** approved, unanimous.

Issue: The minutes from October 16, 2024, pending approval

Motion: Approve

Moved by: Nina Sickler

Second: William Burke

Vote: **October minutes** approved, unanimous.

2. Level 2 Project Proposal:

Gonzales Park - Gearhart: Request from Jacksonville Beach for additional Shade/aesthetics for a total of 50 trees. Importance of irrigation noted. Contract and Warranty will be for City of Jacksonville, once warranty ends maintenance reverts to City of Jacksonville Beach. Cost \$106,397.

Motion: Approve

Moved by: Nina Sickler

Second: William Burke

Vote: approved, unanimous.

Merrill Road - Gearhart: This is a request from Council Member Amaro. The project is on a new median for four trees (one oak tree; three olive trees) spaced throughout as deemed safe by traffic engineering, to improve the aesthetic. 2-year warranty and maintenance by Vender, Cost \$7998.48.

Motion: Approve, with corrections made to application.

Moved by: Nina Sickler

Second: William Burke

Vote: approved, unanimous pending amended documents.

Murray Hill - Gearhart: from Council Member Peluso and the Murray Hill Preservation. The project is seven oak trees and seven Eagleston Hollies along the corridor of Edgewood in Murray Hill (utilities as the main constraints), cost \$33,119.

Request for action/follow-up- Hart: Investigate portable traffic light option to save on cost of MOT (Maintenance of Traffic).

Request for action/follow-up- Fraser: Requests Liberty Landscape representative to get MOT costs for the year.

Motion: Approve, with corrections made to application.
Moved by: Susan Fraser
Second: William Burke
Vote: approved, unanimous pending amended documents.

Black Hammock Island - McGovern: This is a request from residents for 60 Trees, cost \$92,000.

Motion: Approve, with corrections made to application.
Moved by: Nina Sickler
Second: William Burke
Vote: approved, unanimous pending amended documents.

Maxville Park Community Center & Library - McGovern: This project focuses on the need for shade and some innovative areas to use to soak up water that stands. The request is for a total of 94 trees, plus some removals and some additional soils. Existing irrigation in the parking area may or may not be completely functional, so the request contains a line-item in for irrigation renovations. The parks contract has a one-year warranty and the right-of-way contract is for one year. Cost \$219,325.

Hart: inquiry as to existing live oaks.
McGovern, some of the live oaks are still there and doing ok.

Motion: Approve, as presented
Moved by: William Burke
Second: Nina Sickler
Vote: approved, unanimous.

Southside Parks - McGovern: 8 project applications.

Glynlea Park, as presented.

Julington Durbin Preserve, as presented.

Brackridge Park, as presented.

Walter Anderson Memorial Park, T Arpen (participant)- inquiry caliper size of trees 75% price increase from 4" to

5" caliper. **McGovern** - goal is to get shade sooner. Motion to amend to 4" caliper with corrected pricing Unanimous.

Genovar Park, as presented.

Palmetto Leaves Park, deferred to next meeting by **Chair**.

Touchton Road Park, as presented.

Hart: (generally) inquiry regarding converting tennis courts to pickle ball courts.

Motion: Approve **Glynlea Park, Julington Durbin Preserve, Brackridge Park, Walter Anderson Memorial Park, Genovar Park, Touchton Road Park**, each as presented.

Moved by: Nina Sickler

Second: William Burke

Amendment to Motion: **Walter Anderson Memorial Park**, to 4" caliper with corrected pricing.

Moved by: Nina Sickler

Second: William Burke

Vote to amend Motion: approved, unanimous.

Amended Motion: Approve **Glynlea Park**, as presented; **Julington Durbin Preserve**, as presented; **Brackridge Park**, as presented; **Walter Anderson Memorial Park**, amended to 4" caliper with corrected pricing; **Genovar Park**, as presented; **Touchton Road Park**, as presented.

Vote on Amended Motion: approved, unanimous.

Palmetto Leaves Park, deferred to next meeting by **Chair**.

3. Financial Report: Jose Regueiro: Revision for Oct. financials to be provided. There was an error in previous financials, Oct. being beginning of fiscal year. Combined revenue FY 2024 \$567,700 vs. \$406,000 previous FY with expenses \$30,900. Compared to \$223,000 the previous year, error related to timing difference. MTD is accurate as this is beginning of FY 2025. Total line fund allocated \$21.5 million, Oct. \$24 million. Sept. is still in flux and should be provided by Dec.

Fraser: Inquiry at to clarification of how and time frame of financials provided and defining discrepancies.

Regueiro: clarifies each party who and why provides financial pull at different time causing the differences.

Hart: Suggests Regueiro and Gearhart coordinate and provide one form for financials to reduce confusion over discrepancies between reports.

3. Suggested new species for approval, Colburn.

Shortleaf Pine, Deferred by Chair until next meeting.

Loblolly Pine, as presented.

American Basswood, Deferred by Chair until next meeting.

Ogeechee Tupelo, as presented.

Sourwood, as presented.

Motion: Approve, Loblolly Pine, Ogeechee Tupelo and Sourwood. as presented

Moved by: William Burke

Second: Nina Sickler

Vote: approved, unanimous.

4. Status of Level 2: Justin Gerhart: Jacksonville Beach project is now off warranty, Jacksonville Beach happy with results. Gate Parkway is done but not showing on docs.

No Motion/ No Vote.

5. Parks Department Project Update:

Kathleen McGovern: McGurt's Creek wetland restoration Phase One will be starting in the next couple weeks. COJ Senior Center parks are complete.

Jill Enz: RiversEdge update- December is the schedule for Silva cells and structured soils installation.

Hart: inquiry- Update on the Park Street closures?

Sickler: estimated to reopen June 2025.

No Motion/ No Vote.

Tracy Arpen (participant): Request for review/report of benefit or 2 year over 1 year warranty. Tally survival and losses based on warranty length.

6. New Business

Elect Chair and Vice Chair:

Motion: Curtis Hart as **Chair**.

Moved by: Chris Miller

Second: William Burke

Vote: approved, unanimous.

Motion: William Burke as **Vice Chair**.

Moved by: Nina Sickler

Second: Susan Fraser

Vote: approved, unanimous.

Urban Forest Task Force, Fraser: Good Organizational meeting, Next meeting Scheduled for Dec. 17, 2024. Speakers and materials for urban planting standards being developed. Request for modification/amendment to Charge Memo for Task Force, to clarify definition of "urban".

Hart: approved clarified definition of "urban" and modified the task force deadline date to May 31, 2025.

Amended Charge Memo issued (attached).

7. Old Business

The oak trees that are planted on San Juan. There's one gets off Roosevelt and goes toward the Ortega Bridge. There were rose oaks on each side, planning, I'm guessing probably fifteen years ago right in front of Baker Park, to be reviewed for pruning or maintenance.

Main Street planning after FDOT road/median work complete.

McDaniel: Concerned with signage becoming problematic to new tree installs. Will be getting with Justin to see if traffic engineering could review, may need to reapply for a new permit. Clarify what is planned for area before Commission moves forward with any plantings/plans. Further research being done.

No Motion/ No Vote.

END OF MEETING 10:27AM

ATTACHMENT 1

Amended Task Force Memo



TREE COMMISSION

November 20, 2024

TO: Tree Commission Members and Staff
FR: Curtis Hart, Chair, Jacksonville Tree Commission
RE: **Task Force on Jacksonville Urban Tree Planting Best Practices, Amended**

The Jacksonville Tree Commission is charged as a coordinator for programs, projects, and activities related to planting projects and the health of the tree canopy between all public and private entities in the City of Jacksonville. Chapter 94, *Ordinance Code*. A healthy, sustainable tree canopy requires adherence to the principle, “right tree, right place”. The restoration of Jacksonville’s tree canopy necessarily includes the planting, or re-planting, of trees in urban areas, including downtown, which often requires enhanced site preparation and planting specifications that may not be supported by current Ordinance Code or City landscape design requirements. As such, to escalate the effective planting of trees in urban Jacksonville, certain planting policy and Ordinance Code provisions may need to be revised.

For these reasons, pursuant to §94.104(b), *Ordinance Code*, I am hereby creating a Jacksonville Tree Commission Task Force on Urban Tree Planting Best Practices (“Urban Tree Task Force”).

As used herein the term, “urban”, refers to planting or replanting trees anywhere in the geographic City of Jacksonville that is constrained, horizontally, vertically, or both, by, including but not limited to, development (such as buildings, utilities, etc.), grey infrastructure, hardscape, concrete, asphalt, pavement or brick, etc., above or below ground.

The Urban Tree Task Force shall address the following:

1. Review current code provisions and related procedures and policy affecting the planting of trees in urban environments, including but not limited to, Chapter 656, Part 12, Subpart C (Landscaping Requirements), *Ordinance Code*, and the Land Development Procedures Manual, to identify and make recommendations to encourage the planting of trees and improve the outcome of planted trees. Consideration should be given to findings related to urban tree planting made by the Subdivision Standards and Policy Advisory Committee (SSPAC) LDPM Subcommittee, and the findings by the Context Sensitive Streets Standards Committee. The recommendations of this Task Force are not bound by findings of these Committees/Subcommittees.
2. Review and provide recommendations on initiatives and strategies on the planting of trees on urban public land in the City, including recommendations on practices, policy and

procedure within the City of Jacksonville, Public Works, regarding the planning and design of tree plantings to promote the maintaining of existing trees, the planting of additional trees, and to improve the outcome of planted trees.

3. Review and provide recommendations on initiatives and strategies on the planting of trees on urban public land in the City, including recommendations on practices, policy and procedure within JTA regarding the planning and design of bus stops to promote the maintaining of existing trees, the planting of additional trees and to improve the outcome of planted trees.
4. Consider methods to incorporate the Tree Commission in the planning and design process of agencies or entities of the City, including but not limited to the above named, to promote the planting of urban trees and to appropriately apply Tree Fund dollars to enhance and promote a healthy, sustainable tree canopy in the City.

The Task Force is NOT tasked to create or implement an Urban Forestry Master Plan, rather to consider current obstacles and best practices for the City to accelerate the appropriate planting of trees in urban Jacksonville and to enhance the stewardship role of the Tree Commission in the development of a healthy, sustainable tree canopy in the City.

Pursuant to §94.104(e), *Ordinance Code*, The Urban Tree Task Force includes the following:

Members (3 required for quorum):

Susan Fraser, Tree Commission Member, Chair
Nina Sickler Tree Commission Member, Vice-Chair
Curtis Hart, Tree Commission Member
William Burke, Tree Commission Member

Non-member recommended attendees/advisors (non-voting; non-quorum):

Jonathan Colburn, Urban Forestry Manager, Tree Commission Advisor
Anne Coglianese, Chief Resilience Officer, COJ
Kathleen McGovern, Parks Development Coordinator, COJ
Jill Enz, Chief of Natural and Marine Resources, COJ
Representative, Scenic Jacksonville, Inc.
Representative, Greenscape of Jacksonville

I would like to thank Tree Commission Member Susan Fraser for chairing this Task Force.

Staff: All meetings of the Urban Tree Task Force shall be noticed and open to the public. Meeting frequency, dates and times shall be decided by the Task Force Chair. The Director of Public Works shall designate a Public Works employee as the staff person who shall be responsible for all meeting notices and minutes. At the discretion of the Task Force Chair, an allotment of time for public comment (up to three minutes per person per meeting) may be provided at each meeting.

Deadline: A report describing recommendations for policy, practice or law amendments, or a request for an additional term shall be delivered to the Tree Commission Chair on or before **May 31, 2025**.

Cc: Tree Commission Members and Staff / Mayor's Office / Electronic Notice Kiosk – 1st Floor City Hall