

Jacksonville Tree Commission

Minutes

Friday July 17, 2024, - 9:30 AM

Via Zoom Platform & In Person

[Recording of Meeting can be obtained by sending request to
Charles Hayes kennethh@coj.net]

For approval August 21, 2024

Commissioners:

Nina Sickler, Director of Public Works
Curtis L. Hart, Chair (Council Appointee; 2012-0033-A)
Susan Fraser (Council Appointee; 2022-0063-A)
John Moscarillo (Mayor Appointee; 2023-0696-A)
William Burke (Mayor Appointee; 2023-0695-A)
Alden Howell (Council Appointee; 2024-0388-A)
Chris Miller Council Liaison

Advisors:

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

Staff: Charles Hayes

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
John Moscarillo
William Burke
Chris Miller
Alden Holden

Quorum present (4, in person): yes

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

Action Items:

1. Prior Meeting Minutes.

Issue: The minutes for June 28, 2024, pending approval

Motion: With Comment

Moved by: Susan Fraser

Second: Nina Sickler

Discussion:

Fraser: Stated that June's minutes didn't reflect the request for Public Works to meet and discuss to bring back to the committee in reference to the "Minium Design Requirements for Urban Tree Planting" presented by **Coburn**. **Hart:** stated that is a member request then it should be memorialized in the minutes. **MacGillis** briefed the committee on what was required in Minutes. **Hart:** asked MacGillis to investigate the AI program ReadAssist to see if it can be used to record meetings. **Hart:** stated to correct minutes and it will be looked at in the next meeting.

Vote: No Vote; Motion deferred to next meeting.

2. Level 2 Project Proposal Gate Parkway

Issue: A tree planting project has been requested for planting in the median and Right of Way of Gate Parkway between Belfort Road and Southside Blvd, and Gate Parkway between Burnt Mill Road and I-295. This project will take place in City Council District 4 and 11 and includes the planting of shade trees that will serve as an aesthetic improvement and a heat reduction purpose. In addition, these plantings will help to filter and slow down stormwater runoff before reaching the city's stormwater management infrastructure. All trees selected were shade trees to enhance the city's canopy. This project includes the planting of 49 total trees, with no tree removals necessary. To see a map of the planting plan, please see: <https://pgcloud.com/JacksonvilleFL/?scenario=Gate-Parkway-Level-2>. All trees will be planted on public right of way areas within Duval County.

Justin Gearhart: briefed proposal requested \$123,681.46 and it includes a 2-year Non-irrigated warranty.

Motion: To approve the request as presented at \$123,681.46 and it includes a 2-year Non-irrigated warranty.

Moved by: Susan Fraser
Second: William Burke

Discussion: None

Vote: approved, unanimous.

3. Level 2 Proposal JTA Bus Stop Tree Planting

Issue: A tree planting project has been requested for planting for various bus stops throughout the city. This project will take place in City Council District 1,3,9,10,11 and includes the planting of a variety of shade trees will serve as an aesthetic improvement and a heat reduction purpose. In addition, these plantings will help to filter and slow down stormwater runoff before reaching the city's stormwater management infrastructure. All trees selected were shade trees to enhance the city's canopy. This project includes the planting of 11 total trees, with no tree removal necessary. To see a map of the planting plan, please see: <https://pgcloud.com/JacksonvilleFL/?scenario=JTA-Bus-Stop-Phase-> All trees will be planted on public right of way areas within Duval County.

Grace Filmont Resiliency Office: Briefed presentation on "Modeling Suitable Locations for Bus Stop Tree Planting in Inequitable Areas of Duval County" (Attachment 1)

Gearhart: Briefed proposal **Hart:** asked if Justin was going to investigate each individual area for planting **Gearhart:** stated that this was a pilot program and only doing 11 plantings to show some of the issues that could arise. The 11 plantings meet all criteria, and this will show what can be done.

General Discussion: **Hart:** Asked **Gearhart** if we pay for MOT and **Gearhart** stated we do pay and has been in every quote since he has been with the city. **Fraser:** stated to look at possibly planting smaller trees where MOT would not be needed. **Mike Zaffaroni Liberty Landscape:** stated that it does not matter in some areas the size of tree, it is the area the tree is going to, and it is site specific. **Fraser:** stated this is a pilot project and this is a good time to figure these type issues out. **Sickler:** discussed issues that public and commercial owners may have with city or contractors parking in their areas and the MOT prevents any issues from happening. **Fraser:** asked for a comparison of cost using smaller tree if there is any. Also stated if this could be like a 630-City project. **Dave McDaniels Chief of Mowing and Landscaping:** stated that bus stops would

have a lot of foot traffic in the area. **Gearhart:** stated as the program expands and more planting is done at the bus stops, there will be opportunities not to pay for MOT due to the location.

Gearhart: proposal request of \$34,533.68

Motion: To approve the request as presented, \$34,533.68.

Moved by: Nina Sickler

Seconded: Susan Fraser

Discussion: Miller: asked **Gearhart** to walk through each photo so he could understand exactly where the stop is and wanted to ensure the shade covers the area. **Gearhart:** briefed Commission on each individual project. **Fraser:** Asked Gearhart to take JTA data based on bus stop usage and make priorities for the planting. Also stated it would be good to get with JTA and find out where bus stops were going up and get them tree to plant.

Request for action/follow-up- Hart: Request for **Jeff Lulovsky COJ Development Service** to research to see if JTA had a permit for the site that had cut down the 2 large, older oaks for bus stops.

Vote: Approved, unanimous.

Hart: Requested before and after photographs

4. Level 2 and 3 Guideline Amended

Issue: MacGillis: stated because of the new ordinance 2024-438-E added another lever to Level 2 and 3 and guidelines need to be updated and she had already talked to Gearhart about this.

Request for action/follow-up- Hart: stated that once it is updated bring it back to the Committee.

5. Financial Report: Jose Regueiro (Out of Order) Jose Regueiro Briefed Financial Highlights as of June 3, 2024. (Highlights can be found (Jacksonville.gov - Tree Commission) (See Attachment 2)

6. Task Force Implementation

Issue: MacGillis: Asked for clarification because she will be drafting a Charge memo and asked Chair if the following is what the intent for task force.

1. Review current code provisions and related procedures and policy, including but not limited to Chapter 656, part 12

sub part C which is landscaping requirements in the ordinance code.

2. In the land development procedures Manual to identify key areas for improvement in the requirements affecting the planting of trees in urban environments and to make recommendations.

General Discussion - Committee members had discussion on purpose of task force as well as defining "urban."

MacGillis: restated that so for the purposes of this task, force urban planting means planting in an environment that is within a constrained. Medium including but not limited to, hardscapes, asphalt, concrete etc..., also stated that once language of Charge is complete it would be presented to Chair to issue. She asked the attention of the task force is that it is limited to reviewing the Cities ordinance, code, land development procedures, manual for limited to urban planting, consider the findings of the related to urban tree planting made by the subdivision standards and Policy Advisory Committee, review and provide recommendations on initiatives and strategies to bolster the planting of trees on urban, urban public land in the city, including recommendations on practices, policy and procedure within the City of Jacksonville, Public Works regarding the planting and design of tree plantings, how to incorporate Tree Commission in the planning and design process to promote the planting of urban trees and appropriately applied. Refund dollars to enhance and promote a healthy, sustainable tree canopy in the city, and should you also review the processes and policies of JTA in placing the planting of urban trees in the city? **Hart:** selected **Susan Fraser** as the Chair and **Jonathan Colburn** as advisor. Greenscape **Shanell Bryant** and ScenicJax **Nancy Powell** volunteered to be part of the Task Force. **McGillis:** stated should separate members from advisors, stated that she would get all information together and to the Chair.

7. Fund Status of 630-City, Remove & Replace, and Level 2 Programs: **Justin Gearhart** Briefed as of June 30, 2024, with movement of funds they are 7 funding sources now to look at.

8. Level 2 Updates:

Gearhart: Briefed Whitehouse Park off warranty. Gold Star, Lift Ev'ry Park, Northbank River Walk are completed.

9. Climate Central Heat Island Study

Burke: Briefed study and it was good data points on things the Commission has talked about and can help prioritize.

10. Palm Tree Planting

Gearhart: Briefed last three projects and how many had palm trees planted in line.

Hart: Asked if **Gearhart** felt the palm trees planted was the only alternative. **Gearhart:** based on areas and the approval, yes

10. Speaker's Request

Aidan Papke City of Jacksonville Office of the Mayor

(Agriculture): Asked to consider adding fruit trees to the approved planting list.

Request for action/follow-up-Sickler: stated to get with **Gearhart** and write up a plan and bring it to the Commission.

Nancy Powell SceinicJax: Follow up with Palm Tree Discussion from last meeting. Asked if there was a palm tree planting policy and could she see the 5% palm tree planting data.

Hart: explained it is 5% of volume not 5% of dollars and all information is open to the public on GEOMAPs.

END OF MEETING 11:15AM

ATTACHMENT 1



Suitable locations
Bus Stops.pdf

ATTACHMENT 2

City of Jacksonville

Tree Commission

Financial Highlights

June 30, 2024

1. Combined Revenues YTD are \$4.35 million compared to \$4.26 million on June 23. An increase of \$91.62 thousand year-on-year.
2. Combined Expenses YTD are \$4.83 million compared to \$2.43 million on June 23. An increase of \$1.98 million year-on-year.
3. Combined Revenues for June 24 were \$339.1 thousand compared to \$612.9 thousand for June 23, a decrease of \$273.3 thousand. Meanwhile, expenses were \$821.3 thousand and \$233.8 thousand on June 24 and June 23, respectively.
4. Total unallocated funds were \$22.59 million for June 24.
5. The reduction in Unappropriated/Unallocated funds is due to the passing of Ordinance 2024-438, which appropriated funds to Activities 378, \$1.0 million, and 1315, \$1.5 million.
6. Better Jacksonville funds were also appropriated to activity 378 but are in another fund. The details are listed on page 10 at the bottom of the page.
7. The website number for "Available For Appropriation" was significantly reduced with the movement of the BJP funds to activity 378. This is a technical issue that we will work with IT to resolve. The funds have been moved [in](#) the accounting system, and the software needs to be updated.

APPROVED