

Jacksonville Tree Commission

Thursday, September 13th, 2018 – 12:00 PM
117 West Duval Street, Third Floor, Conference Room C

Commissioners:	John Crescimbeni, Chair	Advisors:	Susan Grandin
	Curtis Hart, Vice Chair		Richard Leon
	Chris Flagg		Kathleen McGovern
	Aaron Glick		Joel Provenza
	John Pappas		
	Rhodes Robinson	Staff:	Cindy Chism

AGENDA

Order of Agenda is Subject to Change

A. Call to Order and Verification of Quorum

1. Roll Call
2. Submittal of Speaker's Cards
3. Approval of minutes from August 23, 2018 meeting
4. Fund balance and encumbrance report for 15(F), 15(N) and BJP
5. Status of Pending Tree Projects

B. New Business

1. Final Project Evaluation and Tier II Application – CM Crescimbeni
2. Criteria for Tree Pruning/Clearing – Richard Leon
3. Ordinance Code, Planting near Powerlines – Susan Grandin
4. Appropriate Funds to Public Works for Tree Replacement - John Pappas
5. Administration Costs – John Pappas
6. Outreach for Tree Commission Applications

C. Public Comment

D. Adjournment – Next meeting is scheduled for Thursday, September 27, 2018.

Jacksonville Tree Commission
Meeting Minutes September 13, 2018
Approved September 27, 2018

Commissioners Present:	John Crescimbeni, Chair Curtis Hart, Vice Chair Chris Flagg Aaron Glick John Pappas Rhodes Robinson	Staff:	Cindy Chism
Advisors:	Susan Grandin, OGC Richard Leon, Urban Forest Manager Kathleen McGovern, City Arborist Joel Provenza, Accounting	Public:	Tracey Arpen, Greenscape John November, Public Trust Courtney Wilson, Greenscape Anna Dooley, Greenscape Mike Robinson, Greenscape Dave McDaniel, COJ Public Works Teresa Eichner, COJ Budget Office Joe Anderson, JEA

A. Meeting was called to Order by Chair at 12:03 PM

1. All present introduced themselves for the record.
2. Submittal of Speaker's Cards
3. Motion made by Mr. Hart, seconded by Mr. Pappas, to approve minutes from August 23, 2018 meeting. None opposed.
4. Fund balance and encumbrance report for 15(F), 15(N) and BJP (Attachment A)
 - a. Ms. Eichner pointed out the addition of a table which details the revenue by month for each of the funds (Attachment A, page 5).
5. Status of Pending Tree Projects (Attachment B) - changes are in green.

B. New Business

1. Final Project Evaluation and Tier II Application – CM Crescimbeni

a. The changes from the last meeting have been incorporated into Attachment C. The Project Evaluation was sent via email on August 24th with no further changes. Also sent on August 24th was a Directory of Charities and Nonprofit Organizations (Attachment D). Ms. Grandin suggested a conversation about what nonprofits the Tree Commission considers to be eligible to apply for funding. Mr. Hart said if any non-profit wanted to submit an application, they are welcome to; the existing first paragraph details what is required and the Tree Commission has the discretion to reject the application.

b. Ms. Grandin pointed out that when a CDD or Homeowner's Association submits an application, the Homeowner's Association must have already been turned over to the homeowners. A developer cannot apply for funds to plant trees which must be planted anyway. Language could be added to eliminate this possibility. **Ms. Grandin will add language which specifies that CDDs are not eligible unless all lots have been sold and the Homeowner's Association has been turned over. In addition, the trees being requested cannot be "required trees" according to the development process.**

c. CM Crescimbeni said not all nonprofits can get a charitable registration from the Florida Department of Agriculture, which is one of their requirements. The Tree Commission should adopt something, see how it works, see how the market responds and make changes, if necessary. CM Crescimbeni said the Tree Commission could remove the charitable registration requirement and open it to all nonprofits. If the requirement remains, only 501(c)3 organizations that solicit donations will be eligible. Mr. Hart suggested they strike the charitable registration requirement and see how it works. **Ms. Grandin will remove IV.B.2. the requirement of charitable registration.**

d. CM Crescimbeni pointed out some changes he requested Ms. Grandin make: On page 1, "The Project Priority List" will be changed to "A Project Priority List." On page 2, strike the sentence which says the application requires approval by City Council. The table will be updated to differentiate the first application process and will then follow the table going forward. On Page 6, Item E, an additional item will be added: "4) Proper authorizations from other governmental entities not described above which control the property."

e. Ms. Grandin asked the Commissioners to look at the comments in pink: Comment A3 on page 3, there is a discrepancy about discussion with the Tree Commission Staff. Mr. Glick added that discussion is prohibited during the evaluation period but prior to that it is not restricted. Comment A4, Public Hearings, how will these be noticed? Applications will be presented for review at a Tree Commission Meeting. Page 4, Comment A6, Ms. Grandin will ensure the word "modification" is referenced in any other appropriate sections. Page 7, Comment A12, Item B will be stricken. Page 9, Comment A13, 2.e, reasonable will be determined on a case-by-case basis going forward. Comment A15, 4.b unique benefit will also be determined on a case-by-case basis going forward. Page 10, Comment A16 "Overall-equally weighted criteria" refers to Plan-It GEO objective data. 5.c. is a subset of 5.b.5 and will be moved. Page 11, Comment SF17, Florida Statutes have been included. Language will be added that states, "when using the City Countywide Tree Planting contractor exclusively, no Performance Bond is necessary". The phrase will be added 'if required by' Section 2.55.05. It must also be noted on Item 7 that use of the City's Countywide Tree Planting Contractor exclusively will mean insurance does not need to be provided. **Ms. Grandin will make the noted changes.**

f. CM Crescimbeni asked for a motion to approve the application instructions and forms with the changes noted; motion by Mr. Hart seconded by Mr. Pappas. None opposed.

2. Criteria for Tree Pruning/Clearing (Attachment E) – Richard Leon

a. CM Crescimbeni asked **Mr. Leon to generate draft language to revise the Ordinance Code with consequences for butchering a protected tree. Quantify what is and what isn't acceptable. If something is deemed unacceptable, determine if there is a penalty and what it is. Mr. Arpen will assist Mr. Leon and Ms. Grandin in drafting this language.**

3. Ordinance Code, Planting near Powerlines (Attachment F) – Susan Grandin

a. All changes from the last meeting have been made. **CM Crescimbeni requested that (1) and (2) on page 2 uses the same language.** The motion to adopt these changes will be held until next meeting.

4. Appropriate Funds to Public Works for Tree Replacement (Attachment G) - John Pappas, Susan Grandin

a. This legislation requests an allocation of \$200,000 for tree plantings requested by citizens and \$300,000 allocated for removal and replacement of trees that are dead or dying. The updated version changes the five year limitation to a one year limitation. CM Crescimbeni asked how soon a new tree would be planted. Mr.

McDaniel said he anticipates within 60 days after the removal. CM Crescimbeni then asked what the limitation is for the location of the new tree. Ms. Grandin suggested close proximity, Ms. McGovern suggested 20 feet, and Mr. Leon suggested the same parcel. **The intent of this program is removal and replacement of dead, damaged or in impending decline on the City Right-of-Way. However, if the homeowner does not want the tree replaced, these funds may not be used for the removal. The replacement tree will be planted within the same parcel. Ms. Grandin will revise the language to reflect these changes. CM Crescimbeni will introduce the legislation once the changes have been made.**

5. Administration Costs – John Pappas

a. What do the Commissioners think is reasonable? If they do believe there are elements associated with administrative costs that are reasonable, is there a maximum, by percentage of the project costs or some other measure? Mr. Hart said he thought the Tree Commission had agreed on 15%, CM Crescimbeni agreed 15% was discussed but didn't believe it was a consensus

b. Ms. Dooley checked with several nonprofits like Greenscape around the country and the consensus on administrative costs was they are comparable to a contractor, such as the City's Countywide Tree Planting Contractor's per tree rate, which includes all fees. Calculating a percentage of the project cost is not a good way to determine this fee. The other nonprofits use a line item called "project management" which includes design, location, species selection, cost of the tree, delivery, and volunteer coordination. The warranty for either one or two years is added as well as water. The total would be lower than a contractor but higher than 10-15% of the overall project. There are several variables; the size of the project, size of the tree and others.

c. Mr. Hart reminded the Commissioners that the application has a requirement for administration costs with an explanation. The Commissioners will make the determination if the cost is too much.

d. Mr. Pappas asked if the Commissioners would like to put a cap on percentage, set an overall limit, or set limits per categories. There is the possibility of a design with astronomic costs. CM Crescimbeni suggested the administrative costs be treated like site preparation costs. Ms. Grandin said there is no definition of what is included in administrative costs in the application. Mr. Flagg added that the Commissioners should define what administrative costs are. **Mr. Pappas and Mr. Flagg will meet with Ms. Dooley to define what the term "administrative costs" includes.**

6. Outreach for Tree Commission Applications – CM Crescimbeni

a. Mr. November suggested outreach materials be created by City Staff. He also suggested asking Public Trust to help. The materials should be visually attractive, perhaps a one page flyer offering to have trees planted, with a web address to go to for more information. The Tree Commission webpage could be used. The flyers could be sent to community groups, nonprofit organizations, the general tree community, and contractors that work in the business. CM Crescimbeni pointed out that the Neighborhoods Department maintains a list of City neighborhoods. The flyer could be pushed out to that list. Perhaps Ms. McGovern and CM Crescimbeni could do a CPAC tour and educate them about the Tree Commission. Mr. November offered pro bono help with drafting and design assistance for the flyer. Mr. November will join Ms. McGovern and the Council Member, as his Environmental Protection Board Grant requires him to go to the CPACs.

C. Public Comment

Anna Dooley – On October 20th, Greenscape is doing a 600 tree giveaway in Balis Park, San Marco, courtesy of a grant from CSX. There is another tree giveaway in November for St. Claire-Evans Academy on Moncrief. They will be planting 100 trees on the campus and giving away 1,000 more. They will also be planting trees at Adolf Wurn Park and Oakleaf Christian Church. April 6th is Jacksonville's official Arbor Day and they will be giving trees

away and throwing a festival at DuPont Park. If the Tree Commission would like to have a table for outreach, that would be wonderful.

Tracey Arpen – His concern is not that there will be too many applicants for the Tier II process, but that there won't be many. The flags added in front of City Hall are lovely but the placement was horrible. There was an oak tree completely butchered to allow for the placement and visibility of a flagpole.

John November – On September 14th at the Environmental Protection Board Symposium, CM Crescimbeni will receive an award. He, Mr. Leon, Ms. Dooley will be on a panel.

D. Action Items

Tier II Application - Ms. Grandin will add language that specifies that CDDs are not eligible unless all lots have been sold and the Homeowner's Association has been turned over. In addition, the trees being requested must not be "required trees" according to the development process. IV.B.2. will be stricken removing the requirement of charitable registration. Ms. Grandin will make the noted changes from paragraph 1.e above.

Tree Pruning - Mr. Leon, Mr. Arpen and Ms. Grandin will draft language to revise the Ordinance Code with consequences for butchering a protected tree, quantify what is and what isn't acceptable, and then if deemed unacceptable, determine if there is a penalty and what it is.

Planting near Powerlines - CM Crescimbeni requested that (1) and (2) on page 2 of Attachment F uses the same language.

Tree Program Appropriation - Ms. Grandin will tighten up the language to reflect the intent of the program is removal and replacement of dead, damaged or in impending decline on the City Right of Way. However, if the homeowner does not want the tree replaced, other funds must be used for the removal. The replacement tree will be planted within the same parcel. CM Crescimbeni will introduce the legislation once the changes have been made.

Administrative Costs - Mr. Pappas and Mr. Flagg will meet with Ms. Dooley to define administrative costs.

Outreach - CM Crescimbeni, Ms. McGovern and John November will schedule a CPAC tour.

E. Meeting Adjourned 1:50 PM

INDEX CODE	Index Code Titles	BUDGET	Actual	Encumbrance	Unencumbered Budget Balance	Reserves	Unencumbered Balance net of Reserves
Subfund 15F Revenue							
PWOD15FTRP	TREE PROTECTION & RELATED EXPENSES	29,443,841	41,067,265		11,623,424		11,623,424
JXSF15FPW	TREE PROTECTION & RELATED EXPENDITURES	7,535,414	8,666,570		1,131,157		1,131,157
JXSF15F	TREE PROTECTION & RELATED EXPENDITURES	-	8,580		8,580		8,580
TRN15FFR31R	TRF TO 15F TREE PROTECTION FR 31F	392	392		-		-
	CONVERSION AND NONCASH REVENUE ENTRIES		338,836		338,836		338,836
	Total Subfund 15F Revenue	36,979,647	50,081,644	-	13,101,997	13,101,997	13,101,997

* Subfund 15F Expenditures

PWOD15FFSAS	FORREST STREET ASH SITE TREE/PLANTING	587,850	581,856	5,995			
PWOD15FNMS	NORTH MAIN STREET LANDSCAPING	62,057	40,000	22,057			
PWOD15FBDA5	BROWN'S DUMP ASH SITE TREE/PLANTING	364,730	342,361	22,370			
PWOD15FFCAS	5TH & CLEVELAND ASH SITE TREE/PLANTING	494,215	376,792	117,423			
PWOD15FDCC5	DUVAL COUNTY SCHOOL BOARD PROPERTY	125,000	32,757	-		92,244	92,244
PWOD15FDTP	DOWNTOWN TREE PLANTING	38,822	26,314	12,508			
PWOD15FZLAE	ZOO LANDSCAPING-ASIAN EXHIBIT	1,824,408	689,345	1,135,063			
PWOD15FBICL	INTERSEC. BRIDGE, MISC 09/10 LANDSCAPING	100,000	78,279	2,435		19,286	19,286
PWOD15FR0W	COUNTY-WIDE TREE PROG-RIGHT OF WAY	4,679,980	4,613,147	36,078		30,756	30,756
PWML15F	TREE MAINTENANCE	1,761,795	1,761,389	(0)	405		405
PWOD15FATPP	AVONDALE TREE PLANTING PLAN	31,233	-	31,233			
PWOD15FKSCP	KING ST. PLANTING COLLEGE TO PARK	85,366	-	85,366			
PWOD15FHMM	HAMMOND BLVD PROJECT	175,761	-	-	175,761		175,761
PWOD15FVPP	COUNTY-WIDE TREE PROG-PRESERVATION PARKS	1,000,000	485,146	-	514,854		514,854
PWOD15FVAP	COUNTY-WIDE TREE PROG-ACTIVE PARKS	1,151,965	619,420	-	532,545		532,545
PWOD15FOSABP	OLD ST. AUG AT BARTRAM PARK	18,364	-	18,364			
PWOD15FLAVC	LENOX AVE PLANTING VERNA TO CASSAT	26,436	-	26,436			
PWOD15FHR	HARTS ROAD TREE PLANTING	23,718	-	23,718			
PWOD15FTP	TREE PROTECTION & RELATED EXPENSES	3,548,513	2,097,444	-	1,451,069		1,964
JXSF15FPW	TREE PROTECTION & RELATED EXPENDITURES	2,000,635	-	-	2,000,635		-
JXSF15F	TREE PROTECTION & RELATED EXPENDITURES	2,365,741	-	-	2,365,741		-
	Subfund 15F Expenditures	20,466,588	11,744,248	1,539,045	7,183,296	5,815,481	1,367,815

* Includes accounts with encumbrances and budget balances

Unencumbered Budget Balance

Revenues

Expenditures

Unencumbered Balance net of Reserves

Subfund 15F Available to Appropriate (Budget less Actual less Encumbrance less Unencumbered Budget balance)

13,101,997
7,183,296
(1,367,815)

18,917,478

INDEX CODE	Index Code Titles	BUDGET	Actual	Encumbrance	Unencumbered Budget Balance	Reserves	Unencumbered Balance net of Reserves
PWOD15N1M	Subfund 15N Revenue						
	TREE MITIGATION & RELATED EXPENSES	180,853	4,380,949	-	4,200,096	-	-
	Total Subfund 15N Revenue	180,853	4,380,949	-	4,200,096	-	-
	Total Subfund 15N Revenue		219,562	4,464,024		4,244,463	4,244,463

* Subfund 15N Expenditures

PWOD15NB0TP	BAKERSFIELD DRIVE-TREE PLANTING	8,306	8,306	-	-	-	-
PWOD15NHR	HARTS ROAD TREE PLANTING	7,548	-	7,548	-	-	-
JXSF15N	TREE MITIGATION & RELATED EXPENSE	1	-	-	1	1	-
	Subfund 15N Expenditures	15,855	8,306	7,548	1	1	-

* Includes accounts with encumbrances and budget balances

Subfund 15N Available to Appropriate (Budget less Actual less Encumbrance less Unencumbered Budget balance) **4,200,097**

PWCP351MIT	Better Jacksonville Plan TREE MITIGATION PROJECT	1,717,826	-	-	1,717,826	-	1,717,826
	Better Jacksonville Plan (for Tree Mitigation) Available to Appropriate (Budget less Actual less Encumbrance less Unencumbered Budget balance)						1,717,826

Total 15F and 15N Funds **23,117,575**

Better Jacksonville Plan - TREE MITIGATION PROJECT
Grand Total 9/11/18 **24,835,401**

Grand Total 8/21/18 **24,849,246**
Difference **(13,845)**

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Navigation: Home | Tree Mitigation | Tree Commission | About

Header: **TREE MITIGATION** CITY OF JACKSONVILLE

TREE REMOVAL PERMIT INFORMATION

Click here to search detailed information on Site Clearing and Tree Removal Permits. In reviewing tree removal information on a specific permit, for "B" permits click on the Spec 2 tab, for "L" permits click on the Tree Mitigation tab.

TREE FUND CITY PLANTING PROJECTS

Click here to search detailed information about City Tree Fund Planting Projects.

AVAILABLE FOR APPROPRIATION

15F (Ordinance)	\$18,917,477.70
15N (Charter)	\$4,200,096.96
General Jacksonville Plan - Tree Mitigation Project	\$1,717,826.00
Total:	\$24,835,400.66

FILE AN ISSUE

Click here to report site clearing or tree removal without a permit, or to request tree maintenance on public property in the CARE System. Select "Tree Removal or Landscape Violation" from the dropdown.

Disclaimer: The AVAILABLE FOR APPROPRIATION information shown on this page is updated nightly from the City's financial records, but does not include any pending appropriations, or other financial transactions of the funds which have not been completed.

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9/11/2018

FISCAL_YR	DOC_NO	C_SUF	UND	VENDOR_NO	DOR_SU	VENDOR_NAME	Amount	INDEX_CODE	Index Code Title
2018	CTPW07000014	01	15F	591319010	01	JACKSONVILLE ZOOLOGICAL SOCIETY	1135063.14	PWOD15FZLAE	ZOO LANDSCAPING-ASIAN EXHIBIT
2018	PO3019740001	04	15F	340176110	07	THE DAVEY TREE EXPERT COMPANY	36077.5	PWOD15FROW	COUNTY-WIDE TREE PROG-RIGHT OF WAY
2018	PO3019740003	02	15F	340176110	07	THE DAVEY TREE EXPERT COMPANY	5994.5	PWOD15FF5AS	FORREST STREET ASH SITE TREE/PLANTING
2018	PO3019740004	02	15F	340176110	07	THE DAVEY TREE EXPERT COMPANY	22369.5	PWOD15FBDAS	BROWN'S DUMP ASH SITE TREE/PLANTING
2018	PO3019740005	02	15F	340176110	07	THE DAVEY TREE EXPERT COMPANY	117423	PWOD15FFCAS	5TH & CLEVELAND ASH SITE TREE/PLANTING
2018	PO7A02942006	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	22057	PWOD15FNMS	NORTH MAIN STREET LANDSCAPING
2018	PO7A02942008	02	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	519.5	PWOD15FIBCL	INTERSEC,BRIDGE,MISC 09/10 LANDSCAPING
2018	PO7A02942010	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	538.2	PWOD15FIBCL	INTERSEC,BRIDGE,MISC 09/10 LANDSCAPING
2018	PO7A02942012	03	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	511.32	PWOD15FIBCL	INTERSEC,BRIDGE,MISC 09/10 LANDSCAPING
2018	PO7A02942015	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	865.96	PWOD15FIBCL	INTERSEC,BRIDGE,MISC 09/10 LANDSCAPING
2018	PO7A02942017	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	12508.02	PWOD15FOTP	DOWNTOWN TREE PLANTING
2018	PO7A02942018	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	18364.21	PWOD15FOSABP	OLD ST.AUG AT BARTRAM PARK
2018	PO7A02942019	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	85366.23	PWOD15FKSCP	KING ST. PLANTING COLLEGE TO PARK
2018	PO7A02942021	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	31232.6	PWOD15FATPP	AVONDALE TREE PLANTING PLAN
2018	PO7A02942023	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	26435.84	PWOD15FLAVC	LENOX AVE.PLANTING VERNA TO CASSAT
2018	PO7A02942025	01	15N	340176110	11	THE DAVEY TREE EXPERT COMPANY	7547.54	PWOD15NHR	HARTS ROAD TREE PLANTING
2018	PO7A02942025	02	15F	340176110	11	THE DAVEY TREE EXPERT COMPANY	23718.27	PWOD15FHR	HARTS ROAD TREE PLANTING

1,546,592.33

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09/11/18

<u>FY 2018 Revenues by month</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>TOTAL YTD</u>
34375 TREE MITIGATION FUNDS - ARTICLE 25	29,814	92,473	122,106	20,783	17,931	44,254	67,398	63,240	28,520	15,035	78,707	6,510	586,771
361101 INVESTMENT POOL EARNINGS	-	28,746	8,309	28,967	29,022	16,588	29,738	33,435	19,610	40,772	40,877	-	276,065
36602 CONTRIBUTIONS FROM PRIVATE SOURCES	265,708	277,561	107,546	34,255	461,900	115,320	221,340	184,915	198,555	31,240	52,700	(64,945)	1,886,095
(15F) TREE PROTECTION & RELATED EXPENDITURES	295,522	398,780	237,960	84,005	508,853	176,162	318,476	281,590	246,685	87,047	172,284	(58,435)	2,748,931
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34375 TREE MITIGATION FUNDS - ARTICLE 25	112,400	31,245	428,600	40,190	26,115	29,635	158,550	42,000	125,245	15,620	103,331	4,950	1,112,931
361101 INVESTMENT POOL EARNINGS	-	4,498	1,311	4,979	5,137	2,928	5,203	5,982	3,539	7,409	7,695	-	48,680
(15N) TREE MITIGATION & RELATED EXPENSE	112,400	35,743	429,911	45,169	31,252	32,563	163,753	47,982	128,784	23,029	111,026	4,950	1,161,611
	407,922	434,523	667,871	129,175	540,106	208,725	482,229	329,572	375,468	110,076	283,310	(53,485)	3,910,542

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CITY OF JACKSONVILLE TREE PLANTING PROJECTS - ACTIVE

See jaxtreemitigation.coj.net - Tree Fund City Projects for links to legislation and planting details

CD	Project Title	Project Scope	Project or Ordinance Number	Division/Project Manager	Estimated Cost	Actual Cost	Anticipated Start Date	Actual Start Date	Anticipated Completion Date	Actual Completion Date	Status
7	Main Street	Tree removal and planting on N. Main St. between 1st St. and 7th St.	2017-0111-E	Public Works - Mowing and Landscape Richard Leon/Fred Pope	\$22,057.00		8/20/2018	8/20/2018			In Progress
7	Harts Rd & Dunn Ave. Medians and Streetscape in Downtown Jacksonville	5 Date Palms to be planted on two medians on Harts Rd. at the cross street of Dunn Ave. (Phase 1) 8 Date Palms to be planted as replacements in Downtown Jax (4 on Riverside Ave., 2 on Adam St. W, 1 on Forsyth St. W, 1 on Monroe St) (Phase 2) 13 Date Palms total. Includes removal of existing Date Palm stumps in city street planting boxes. Introduced by CM Gaffney. Appropriation from Tree Fund 15F.	2018-0007-E	Public Works - Mowing and Landscape Richard Leon/Kathleen McGovern	\$62,540.03	\$62,540.03	Phase 1 4/10/2018 Phase 2 4/25/18	Phase 1 3/23/2018 Phase 2 4/30/18	Phase 1 6/11/18 Phase 2 6/11/18	6/11/2018	Project and Inspection Complete 6/11/18
6	Old St. Augustine Rd Medians	Two median tree plantings on Old St. Augustine Rd. from Bartram Park Blvd to entrance of Palmetto Leaves Park South. (No removals) Introduced by CM Schellenberg. Appropriation from Tree Fund 15F.	2018-0043-E	Public Works - Mowing and Landscape Richard Leon/Kathleen McGovern	\$18,364.21	\$18,364.21	4/20/2018	6/1/2018		8/8/2018	Punchlist 8/24/18
14	King Street	King St. from College St to Park St., replacement planting on nine medians and sidewalk cut-outs. Introduced by CM Love. Appropriation requested from 15F.	2018-0159-E	Public Works - Mowing and Landscape Richard Leon/Kathleen McGovern	\$85,366.23		5/11/2018	5/11/2018	8/20/2018		Punchlist 8/22/18
4	Patton Rd/Beach Blvd. -Southside	Right of Way Plantings on two adjacent sites at the intersection of Patton Rd. and Beach Blvd. (no removals) and residential right of way plantings. Introduced by CM Scott Wilson and through citizen request. Appropriation requested from 15F (\$32,202.87) and 15N (\$62,080.49)	2018-0190-E	Public Works - Mowing and Landscape Dave McDaniel/Kathleen McGovern	\$94,283.36						Enacted - Scheduling
14	Avondale Neighborhood - Tree Planting Plan	Tree Planting in City ROW on residential streets in Avondale replace dead/storm damaged trees. Introduced by CM Love. Appropriation requested from 15F.	2018-0273-E	Public Works - Mowing and Landscape Richard Leon/Kathleen McGovern	\$31,232.60		7/19/2018	7/19/2018	8/20/2018		In Progress
4	Lenox Ave. Tree Planting	Tree Planting in City ROW tree planting (no removals) on Lenox Ave. from Shen Ave to Cassat Ave. Introduced by CM Dennis, Appropriation requested from 15F	2018-0307-E	Public Works - Mowing and Landscape Dave McDaniel/Kathleen McGovern	\$26,435.84						Scheduling
7	Harts Rd. II Medians and Right of Way	Tree Planting in City ROW and medians; Introduced by CM Gaffney	2018-0369-E	Public Works - Mowing and Landscape Dave McDaniel/Kathleen McGovern	\$31,265.81		9/12/2018				In Progress

Comment [A1]: Title should be "Application-
Not-for-Profit Tree Planting Program"

NOT-FOR-PROFIT APPLICATION PROCESS FOR TREE FUND PROJECTS

INSTRUCTIONS AND FORMS

1. Introduction and Process Overview

The Tree Commission is an advisory body that encourages and coordinates the efforts of the various public and private entities that are concerned with the conservation and enhancement of the City's Tree Canopy. The Tree Commission is the subject matter expert on the City's tree canopy and is tasked with making recommendations to the City Council, Mayor's Office, City Staff, and community stakeholders with respect to the planting of trees and the health of the City's tree canopy. Pursuant to Sec. 94.106, *Ordinance Code*, the Tree Commission was charged with coordination of planting projects between public and private entities and to review expenditure proposals and plans for planting projects.

The Tree Protection and Related Expenses Trust Funds, as authorized by Sec. 111.760, *Ordinance Code*, and Sec. 25.04, *City Charter* ("Tree Funds"), are comprised of funds that are required to be expended on the provision and maintenance of trees and incidental landscaping to such trees, within the City's rights-of-way and on other lands owned by the City, its agencies or authorities, and on all other public lands in Duval County. In an effort to improve the City's canopy, the City will collaborate with not-for-profit organizations to achieve this goal through tree planting projects.

Following the review and evaluation of tree planting projects proposed by not-for-profit organizations, and with the input of the District Council Member and City staff, the Tree Commission will create a Project Priority List, containing all the proposed tree planting projects based on the established criteria and guidelines herein. Regardless of the Tree Commission's recommendation for approval, approval with conditions, or denial, a proposed project will be included on the Project Priority List. The Project Priority List will be submitted to the Mayor's Office for review and approval at least three (3) times per year through the Mayor's Budget Review Committee ("MBRC") process. If the Mayor's Office approves a proposed project on the Project Priority List, the Office of General Counsel will draft the necessary appropriation legislation and Agreement at the request of the Mayor's Office and file same with City Council who will make the final decision regarding appropriation pursuant to Sec. 111.760, *Ordinance*

Code: In the alternative, the Mayor's Office can decide to delay the funding of a proposed project to a later date, or decide not to fund a certain project from the Project Priority List.

If a proposed project is denied by the Mayor's Office, no further action on it shall be made through the Tree Commission process; however, this does not limit the ability of a Council Member from filing legislation to implement a project.

Comment [A2]: This should be the "Non-for-Profit Tree Planting Program"

If a citizen or organization is interested in suggesting a planting project to be administered by the City, rather than as an Applicant pursuant to this Program, then a streamlined application can be found at the following link: [COJ PUBLIC WORKS COUNTY-WIDE TREE PLANTING PROGRAM](#). The proposed project will be evaluated by the Tree Commission and included in the Project Priority List submitted to the Mayor's Office.

II. Application Process

A. Application Schedule: The Tree Commission will review and create a recommended Project Priority List for the Mayor's Office for project funding three (3) times per year. The Tree Commission's review of projects will follow, if possible, the below schedule. All deadlines end at 5:00 PM on the specified date below. If a date listed below falls on a weekend or a legal holiday, the effective date shall be next business day. The first application deadline will be as soon as practicable after approval of this Non-for Profit Tree Planting Program by the City Council.

Award Session	Courtesy Application Review Period	Application Deadline	Staff review due	Commission Meeting
1	November 1 through 5 business days prior to Application Deadline	January 2	January 31	2 nd meeting in February
2	March 1 through 5 business days prior to Application Deadline	May 1	May 31	2 nd meeting in June
3	July 1 through 5 business days prior to Application Deadline	September 1	September 30	2 nd meeting in October

B. Complete Application. Applications must be completed by the Application Deadline listed above. More specifically:

1. Applications are deemed complete if all requested and necessary information and documentary proof is provided, as outlined in the document and on the Application.
2. Applicants shall submit applications to the City, by submitting it either electronically or in person to the Mowing & Landscape Maintenance Division, c/o the Urban Forester.
3. Applicants may submit their application to Tree Commission staff for review of completeness and to iron out any details missing in the Application during a courtesy application review period prior to each Application Deadline. Also, feedback and input from Tree Commission staff may be provided, if time permits.

Comment [A3]: This contradicts paragraph II. A. below.

C. Staff Review. The Tree Commission staff will review and make a recommendation for approval, approval with conditions, or denial in a Staff Report that will be sent to the Tree Commission, the District Councilperson, and the Applicant.

D. Application Presentation and Public Hearing. All Applications will be presented for review, deliberation, and final recommendation by the Tree Commission at a public hearing during the above scheduled meetings. Special meetings may be held if needed at the discretion of the Tree Commission.

Comment [A4]: How and to whom is notice of the public hearing provided?

1. Applicants shall have 10 minutes to present their Application to the Tree Commission at the above scheduled meetings.
2. Commissioners shall receive a copy of all Applications and Staff Reports at least 14 days prior to Tree Commission meeting when the Applications will be heard.

E. Project Priority List. Following the Application Presentation(s) and Public Hearing on the Tree Planting Projects, each Commissioner will individually score each Application and the Assistant General Counsel assigned to the Tree Commission will average the total score from each Commissioner for each Application to arrive at a final Score for each Application. The Applications will then be ranked in order of highest average score to the lowest average score, with a total of the funding requested. This ranking will be included in the Tree Commission's Project Priority

Comment [A5]: Even if you do not anticipate running out of money soon, it would be good practice to know where you stand and at what point in the Priority List you run out of funds.

List to be presented to the Mayor's Office through the MBRC process.

F. **Mayor Review.** At the earliest MBRC meeting following the ranking of the proposed projects by the Tree Commission, the Tree Commission staff will submit and present the Project Priority List for review through the MBRC process. If the Mayor's Office approves any or all of the projects, the Office of General Counsel will prepare the appropriate legislation and agreement(s) as directed by the Mayor's Office. In the alternative, the Mayor's Office can decide to delay the funding of a proposed project to a later date or decide not to fund a certain project from the Project Priority List. If a proposed project is denied by the Mayor's Office, no further action on it shall be taken through the Tree Commission process, however, this does not limit the ability of a Council Member from filing legislation to implement a project..

G. **City Council Review.** The legislation and agreement(s) as directed by the Mayor's Office, or a Council Member, as the case may be, will be filed by the Office of General Counsel with the Legislative Services Division for final decision by the City Council of approval, modification, or denial of the project.

III. Certain Communications Prohibited During Application Evaluation Period

A. During the Application Evaluation Period, an Applicant shall be prohibited from communicating with Tree Commission Commissioners, Tree Commission staff, and other City employees involved with the Tree Planting Project application process regarding an application submitted by such Applicant. For purposes of this Section, the "Application Evaluation Period" shall mean the period commencing on the day immediately following the Tree Planting Project application deadline listed above and ending on the day that the Tree Commission has submitted its scores at a Public Meeting of the Tree Commission. This prohibition shall not apply to the following communications:

1. Communications to the Tree Commission staff regarding matters of process or procedure contained herein or in any related documents;
2. Communications during any publicly noticed meeting under Chapter 286, Florida Statutes, including, but not limited to, Tree Commission meetings and subcommittee meetings; and
3. Communications necessary and solely related to the ordinary course of

Comment [A6]: You may not want to limit the decision to just approval or denial

Comment [A7]: Do you want to limit this? They may need help with filling out the application Conflicts with II.B.3. above

Comment [A8]: Limiting on applicants

business concerning an Applicant's existing Tree Planting Project Contract.

IV. Prerequisites to Apply- Qualifications and Proof:

A. Be a 501(c) not-for-profit organization

1. Attach a copy of the organization's IRS determination letter

B. Registered with the State of Florida and have been in existence for at least one (1) year

1. Attach a status good standing certificate issued by the Florida Division of Corporations evidencing that the Applicant is in good standing and has been in existence for one (1) year prior to the Tree Fund Project application deadline. The certificate must be dated within 60 days of the application deadline and list the requesting agency as a Florida non-profit corporation (requested from Florida Division of Corporations here: <http://dos.myflorida.com/sunbiz/manage-business/certification/certificate-status-efile/>); and
2. Attach proof of active registration with the Florida Department of Agriculture and Consumer Affairs evidencing that the Applicant is allowed to solicit contributions. (requested from the Department here: <https://www.freshfromflorida.com/Business-Services/Solicitation-of-Contributions>)

C. Currently operating in Duval County

1. **If Applicant is a not-for-profit corporation**, attach a copy of the Florida Division of Corporations "Detail by Entity Name" webpage from [www.Sunbiz.org](http://www.sunbiz.org)

Go to this link: <http://search.sunbiz.org/Inquiry/CorporationSearch/ByName>:

- If proof of operation in Duval County cannot be determined by the "Detail by Entity Name", attach evidence of current operations in Duval County by submitting at least one of the following:
- 1) A list of notable projects or work conducted in Duval County; or
 - 2) A copy of media publicity identifying work conducted in

Comment [A9]: This will need to be reorganized and rewritten if Special Districts are allowed to apply for funding.

Comment [A10]: Revised to link to environmental NFP

Duval County (i.e. news article or blog post)

2. **If Applicant is a Special District, or other unit of local government within Duval County**, attach a copy of the enacted Ordinance establishing the district or local unit and provide documentation that the unit is currently in compliance with all state and local requirements

D. Have authority to act on behalf of the Applicant

1. Attach Corporate Resolution Certification (if applicable) (form provided in this packet)

E. Have authorization by the owner or operator of the public property in which the planting project is planned

1. Contact the Real Estate Division (904)255-8700 to determine the owner or operator of the public property.
2. Attach the Authorization to Plant Trees (form provided in this packet)
 - 1) If City Right-of-Way, must obtain a Right-of-Way Permit from the Development Services Division of the Planning and Development Department (website: <http://www.col.net/departments/planning-and-development/development-services-division/right-of-way-permitting.aspx>) in addition to the form

- 2) If City Park, must obtain authorization from the Parks & Recreation Department

- 3) If School Board property, must obtain authorization from the Assistant Superintendent of facilities.

F. Solicited at least 3 bids and responses from contractors, subcontractors, and major suppliers (if not utilizing the City's Continuous Contract for tree planting)

1. Please list all contractors, major subcontractors (watering, fertilizing, planting) and suppliers (nursery, farms) and their bid proposals/ price quotes.
2. Attach copies of all solicitations and proposals as listed below:
 - 1) If Applicant hires a contractor to perform substantially all of project, the Application must include the solicitation for bids from at least three (3) contractors along with the responses.

Comment [A11]: Opening the program up to these entities is a significant shift from limiting it to non-profits. CDDs are Special Districts, so the redundancy is removed.

- 2) If Applicant is acting as a contractor but is hiring a subcontractor for watering, planting, fertilizing or other major task, the Application must include the solicitation for bids from at least three (3) of the applicable type with the responses.
- 3) If trees or other materials and supplies are going to be purchased by the Applicant directly from a supplier (i.e. nursery), the Application must include the solicitation for pricing quotes from at least three (3) suppliers with the responses.

G. Affirmance that Applicant is in compliance with the terms of all existing City agreements, to which it is a part and in compliance with all federal, state, local laws, rules, regulations and ordinances, as the same may exist from time to time, applicable to it.

1. Attach an executed Tree Fund Project Affidavit (form provided in this packet)
- H. Provision by the applicant of payment and performance bonds required for 100% of the total cost of the project which term shall extend until the project is completed. Upon completion, a bond in the amount of 15% of the total cost of the project shall be provided to the City for a term of one (1) year.**

V. Application:

A. Qualifications- Applicant must meet all qualifications and submit the required documents as required in Paragraph IV, "Prerequisites to Apply," in the Application.

B. General Information- Applicant must provide General Information in Paragraph B of the Application. Either answer in the spaces provided or use a separate sheet.

C. Project Design & Narrative- This is the part of the Application where the Applicant describes the Project in Narrative Form. The list of items in Paragraph C of the Application are information that is required to be included in the Narrative. Please feel free to get creative in your Application and provide more information than requested.

VI. Application Review- This is the portion of the Application that identifies how the Tree Commission will evaluate and score the Application for the submittal of a recommended priority list to the Mayor's Office. Each application will be scored on a scale of 0 to 135 points. Assuming multiple applications will be received during each Award Session, these applications will be ranked in order of highest score and included on a recommended Project Priority List to

Comment [A12]: Why is this called out separately? Does an applicant have the choice to not provide the information requested in the rest of the application?

the Mayor's Office for the award of tree funds for the respective projects. The evaluation of the Application will be based on the criteria set forth below and will receive a score out of a total of **135 possible points**.

The Tree Commission staff will review each Application and provide a report and recommendation for approval or disapproval based on the Application and exhibits. This report shall include a Maintenance and Impacts Analysis of the Project. The Staff Report will not include a score for each Application.

When evaluating each application, the Tree Commission shall utilize the information contained in the Application, including the exhibits, Staff Report and all information obtained during the Applicant's presentation for scoring. Each Commissioner will individually score each Application and the Assistant General Counsel assigned to the Tree Commission will average the total score from each Commissioner for each Application to arrive at a final Score for each Application.

A.

1. Design Review

- a. The species of trees are appropriately located
- b. The number and placement of trees are appropriately located
- c. Trees are being planted are approved pursuant to the "Approved Trees for City Right-of-Way Landscaping and Parks" as that document is amended from time to time.
- d. The overall use of non-shade trees is acceptable
- e. Less than 25% of the total species of trees being planted are palms
- f. The planting will not interfere with utilities or sight line requirements
- g. Only "Florida Friendly" tree species are being planted (see <https://111.1fas.ufl.edu/plants>)
- h. Only Florida Fancy or Florida #1 grade specimens are being planted

<https://www.freshfromflorida.com/Divisions-Offices/Plant-Industry/Business-Services/Florida-Grades-and-Standards-for-Nursery-Plants-2015>

- i. The project does not include incidental landscaping

2. Cost Review

- a. Project costs are equal to or less than the City's Continuous Contract
 - 1) Tree Commission staff will provide this information. If the contractor responsible for the City's Continuous Contract cannot do the Project, then this requirement is not applicable
- b. The administrative costs for the Project accurately reflect the amount of administrative services necessary and being performed.
- c. The irrigation costs are only for 1 to 2 years
- d. The cost of the species of trees selected do not outweigh the benefit of the trees

Comment [A13]: How will Commissioners determine what is reasonable?

3. Maintenance and Impacts Review

- a. Minimum maintenance required after first two (2) years of mandatory maintenance by the Applicant, considering the time and money required for fertilizing, pruning, and any other required maintenance
- b. Minimum adverse impacts on infrastructure
- c. Positive Impacts to storm water and ground water
- d. Positive impacts to City's TMDL BMAP

Comment [A14]: Explain.

4. Public Benefit Review

- a. The species of trees being planted are beneficial to the City's tree canopy
- b. The Project provides a unique benefit to the neighborhood, Council District, or City
- c. The Project serves high visibility areas
- d. The Project engages the Community through volunteers or education or other public engagement
- e. The Project is aesthetically pleasing and/or combats blight in blighted areas
- f. The Applicant or Contractor, has experience related to planting trees

Comment [A15]: How will Commissioners determine this?

5. Plan-It Geo Objective Criteria Review (will be conducted by staff)

- a. Staff will utilize the Plan-It Geo Web Tool to evaluate the location of the proposed planting project.
- b. The location will be evaluated based on the Census Block ranking (1-488) developed by Plan-It Geo for the five (5) categories listed below:
 - 1) Urban Tree Canopy Percentage

- 2) Stormwater Benefits
- 3) Urban Heat Island
- 4) Socio-Economic Benefits
- 5) Overall-equally weighted criteria

c. A maximum of 4 points per category is possible. If a project is on the border of two or more Census Blocks, then the average of the census blocks will be applied to determine a score (e.g. located on the 50th and 300th census blocks, then 175th census block will be applied so that it will receive 3 points). The ranking and corresponding points are as follows:

- 1) 1st-25th percentile (1-122)- 4 points;
- 2) 26th- 50th percentile (123-244)- 3 points;
- 3) 51st-100th percentile (245-366) 2 points
- 4) 76th-100th (367-488) percentile- 1 point

Comment [A16]: What does this mean? Is there a different weight assigned to the 4 categories otherwise? Explain weighting.

TREE FUND PROJECT APPLICATION AFFIDAVIT FORM

BEFORE ME, the undersigned authority, personally appeared _____, who was sworn and says:

1. My name is _____ and I am the [note: the individual executing this affidavit must be the executive director, chief executive or operating officer, president, vice president or board chairman] _____, a Florida not-for-profit Corporation ("Applicant") and I have personal knowledge of the matters stated herein.
2. If awarded a Tree Fund Project, the Project will benefit the public by enhancing the City's tree canopy on public property for public use and enjoyment.
3. The Applicant is a not-for-profit organization, currently operating in Duval County and has been in existence for at least one year.
4. The Applicant has received approval by the owner/operator of the public property, specifically: _____ on (date) _____.
5. The Applicant acknowledges that it will provide to the City a warranty for and maintain all trees for a period of two (2) years after planting.
6. The Applicant acknowledges it will provide to the City a 100% performance bond and a 100% labor and material payment bond pursuant to Sec. 255.05, Florida Statutes, in an amount not less than the total amount of the Project. After the planning is completed, the applicant shall provide a performance bond in an amount of 15% of the total cost of the job for two (2) years.
7. The Applicant acknowledges it will need to provide insurance reasonably commensurate with the hazards and magnitude of the Project as well as require its contractors to procure and maintain insurance as well.
8. The Applicant acknowledges it will need to indemnify and hold harmless the City and any involved independent agency in the performance of the project.
9. The Applicant is in compliance with the terms of all existing City agreements to which it is a party.
10. The Applicant is in compliance and will comply with all federal, state, local laws, rules, regulations and ordinances, as the same may exist from time to time, applicable to it.

Signature of Affiant _____
Print Name: _____

STATE OF FLORIDA
COUNTY OF DUVAL

Sworn to and subscribed before me, this _____ day of _____, 20____, by: Said person is personally known OR produced identification.

Comment [SF17]: Work on public property over \$100,000 is required by statute to provide the bonds. But the local government can exempt from \$100K to \$200K

Comment [SF18]: Included in the pre-amble to explain this part

Notary Public
(Seal)

CORPORATE RESOLUTION CERTIFICATION

The undersigned, Secretary of _____, a Florida nonprofit corporation ("*Corporation*"), does hereby certify that the following Resolutions were adopted by the Corporation at a meeting of the Board of Directors of the Corporation held on _____, 20__:

RESOLVED THAT [insert name of signatory] _____, the _____ [insert title of signatory] _____ of the Corporation ("*Authority*") is hereby authorized and empowered to execute on behalf of the Corporation any and all Agreements between the City of Jacksonville, Florida ("*City*") and the Corporation for the purpose of receiving funds from the City for a tree planting project ("*Project*"), and to execute any and all documents necessary in connection with the Project.

FURTHER RESOLVED THAT in addition to and without limiting the foregoing, that the Authority of the Corporation be, and hereby is, authorized to take, or cause to be taken, such further action, and to execute and deliver, or cause to be delivered, for and in the name and on behalf of the Corporation, all such instruments and documents as the Authority may deem appropriate in order to effectuate the City Grant and any documents or instruments executed in the accomplishment of any action or actions authorized as stated herein shall be deemed to be conclusive approval thereof by this Corporation and the binding act and obligation of this Corporation.

DATED: _____ 20__
CORPORATE SECRETARY _____

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Home Google COLnet - Welcome Suggested Sites Directory of Charities and N...
 Welcome to GuideStar! Sign In | Create Account Search Update Nonprofit Profile Analyze Nonprofit Data Give to Charity Review A Charity

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Directory of Charities and Nonprofit Organizations

GuideStar is the most complete source of information about U.S. charities and other nonprofit organizations there is. Search our database of more than 1.8 million IRS-recognized organizations to find a charity to support, benchmark your own nonprofit's performance, research the sector, and more.

Browse by Category

- ▶ Arts, Culture and Humanities
- ▶ Education and Research
- ▶ Environment and Animals
- ▶ Health
- ▶ Human Services
- ▶ International
- ▶ Public, Societal Benefit
- ▶ Religion
- ▶ Unknown

All Categories

Arts, Culture and Humanities

Arts, culture, and humanities organizations bring the performing arts to the public, preserve and commemorate the events, places, and cultures that created and continue to shape the nation, and promote the distribution of ideas. They range from internationally renowned art museums to small historical societies, major theatrical venues that bring the arts into schools to promote scholastic achievement, and major broadcasting services to local-access radio and TV.

Education and Research

Education nonprofits promote learning and intellectual development from cradle to grave, from preschools through post-graduate schools and adult learning programs. They also include schools for students with special needs, organizations offering vocational and technical training, libraries, literacy programs, scholarships, student organizations, and parent-teacher groups.

Environment and Animals

The research category comprises science, technology, and social science institutes. A nonprofit in this category may focus on astronomy, chemistry, or other physical science, engineering, computer science, marine biology, physiology, or other biological science, anthropology, economics, international law, political science, or other social science, or interdisciplinary fields, such as black studies, ethnic studies, gerontology, labor studies, and urban studies.

Environment and Animals

Environmental organizations are dedicated to reclaiming and preserving natural resources and to beautifying the world around us. They range from recycling programs to wetlands management to garden clubs.

Animal nonprofits include humane societies and SPCAs, bird and wildlife sanctuaries, fisheries, veterinary organizations, zoos, and animal-training nonprofits.

Health

Health nonprofits cover a broad range of organizations concerned with the body or mind. Hospitals, substance abuse and additional treatment programs, diseases and disease research, medical disciplines and specialty research, and mental health and crisis services all fall into this category.

Human Services

Human service nonprofits are the organizations that most people think of when they hear the word *nonprofit*. They feed the hungry, assist crime victims and offenders, provide job training, house the homeless, help people prepare for and recover from disasters, maintain playgrounds and athletic fields, act as advocates for children, and offer programs to help youth mature into adults who contribute to society.

International

International organizations focus their efforts outside U.S. borders. Development relief organizations, human rights advocates, peace and security nonprofits, and organizations that promote international understanding all fall into this category.

Public, Societal Benefit

Public and societal benefit nonprofits work in the areas of civil rights and civil liberties, community improvement, philanthropy and volunteerism, and voter education and registration. They also include the insurance providers, unemployment compensation organizations, pension and retirement funds, fraternal groups, employee associations and cemeiteries.

Religion

Religious organizations encompass houses of worship for the world's major religions, including Christianity—both Protestantism and Catholicism—Judaism, Islam, Buddhism, and Hinduism. Religious print and broadcast nonprofits as well as organizations dedicated to interfaith issues also fall into this category.

Unknown

Nonprofits in this category have not been classified by the IRS, nor have they provided GuideStar with information about the type of work they do. Any nonprofit listed in this section is welcome to update its information on GuideStar through the [GuideStar Nonprofit Profile](#). There is no charge for updating.

100%

American National Standard

*for Tree Care Operations —
Tree, Shrub, and Other Woody Plant
Management —
Standard Practices (Pruning)*

ANSI A300 (Part 1)-2008 Pruning
Revision of ANSI A300 (Part 1)-2001

Attachment E



American National Standard
for Tree Care Operations –

**Tree, Shrub, and Other
Woody Plant
Management –
Standard Practices
(Pruning)**

1 ANSI A300 standards

1.1 Scope

ANSI A300 standards present performance standards for the care and management of trees, shrubs, and other woody plants.

1.2 Purpose

ANSI A300 performance standards are intended for use by federal, state, municipal and private entities including arborists, property owners, property managers, and utilities for developing written specifications.

1.3 Application

ANSI A300 performance standards shall apply to any person or entity engaged in the management of trees, shrubs, or other woody plants.

2 Part 1 – Pruning standards

2.1 Purpose

The purpose of Part 1 – *Pruning* is to provide performance standards for developing written specifications for pruning.

2.2 Reasons for pruning

The reasons for tree pruning may include, but are not limited to, reducing risk, managing tree health and structure, improving aesthetics, or achieving other specific objectives. Pruning practices for agricultural, horticultural production, or silvicultural purposes are exempt from this standard unless this standard, or a portion thereof, is expressly referenced in standards for these other related areas.

2.3 Implementation

2.3.1 Specifications for pruning should be written and administered by an arborist.

2.3.1.1 Specifications should include location of tree(s), objectives, methods (types), and extent of pruning (location, percentage, part size, etc).

2.3.2 Pruning specifications shall be adhered to.

2.4 Safety

2.4.1 Pruning shall be implemented by an arborist, familiar with the practices and hazards of pruning and the equipment used in such operations.

2.4.2 This performance standard shall not take precedence over applicable Industry safe work practices.

2.4.3 Performance shall comply with applicable Federal and State Occupational Safety and Health standards, ANSI Z133.1, Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA) and other Federal Environmental Protection Agency (EPA) regulations, as well as state and local regulations.

3 Normative references

The following standards contain provisions, which, through reference in the text, constitute provisions of this American National Standard. All standards are subject to revision, and parties to agreements based on this American National Standard shall apply the most recent edition of the standards indicated below.

ANSI Z60.1, Nursery stock

ANSI Z133.1, Arboriculture – Safety requirements
29 CFR 1910, General Industry ¹⁾

29 CFR 1910.268, Telecommunications ¹⁾

29 CFR 1910.269, Electric power generation,
transmission, and distribution ¹⁾

29 CFR 1910.331 - 335, Electrical safety-related
work practices ¹⁾

4 Definitions

4.1 arboriculture: The art, science, technology, and business of commercial, public, and utility tree care.

¹⁾ Available from U.S. Department of Labor, 200 Constitution Avenue, NW, Washington, DC 20210

4.2 arborist: An individual engaged in the profession of arboriculture who, through experience, education, and related training, possesses the competence to provide for or supervise the management of trees and other woody plants.

4.3 arborist trainee: An individual undergoing on-the-job training to obtain the experience and the competence required to provide for or supervise the management of trees and other woody plants. Such trainees shall be under the direct supervision of an arborist.

4.4 branch: A shoot or stem growing from a parent branch or stem (See Fig. 4.4).

4.4.1 codominant branches/codominant leaders: Branches or stems arising from a common junction, having nearly the same size diameter (See Fig. 4.4).

4.4.2 lateral branch: A shoot or stem growing from another branch (See Fig. 4.4).

4.4.3 parent branch or stem: A tree trunk or branch from which other branches or shoots grow (See Fig. 4.4).

4.4.4 scaffold branch: A primary branch that forms part of the main structure of the crown (See Fig. 4.4).

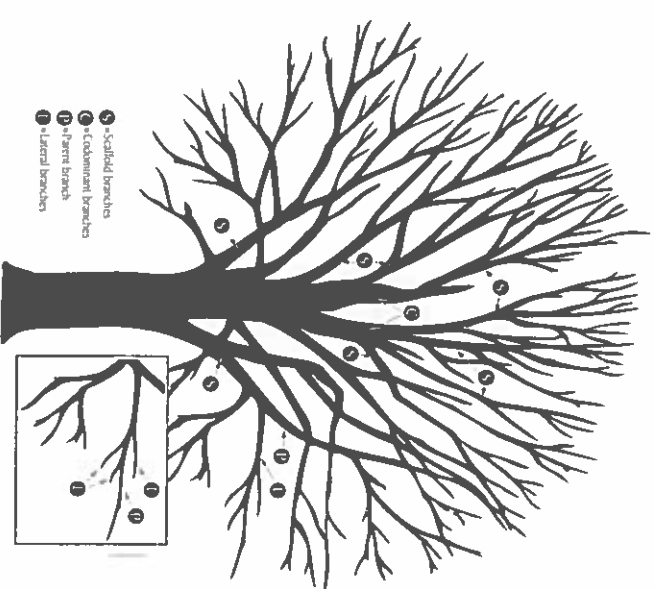


Figure 4.4 Standard branch definitions.

4.5 branch bark ridge: The raised area of bark in the branch crotch that marks where the branch and parent stem meet. (See Figs. 5.3.2 and 5.3.3).

4.6 branch collar: The swollen area at the base of a branch.

4.7 callus: Undifferentiated tissue formed by the cambium around a wound.

4.8 cambium: The dividing layer of cells that forms sapwood (xylem) to the inside and inner bark (phloem) to the outside.

4.9 clean: Selective pruning to remove one or more of the following non-beneficial parts: dead, diseased, and/or broken branches (7.2).

4.10 climbing spurs: Sharp, pointed devices strapped to a climber's lower legs used to assist in climbing trees. (syn.: gaffs, hooks, spurs, spikes, climbers)

4.11 closure: The process in a woody plant by which woundwood grows over a pruning cut or injury.

4.12 crown: Upper part of a tree, measured from the lowest branch, including all the branches and foliage.

4.13 decay: The degradation of woody tissue caused by microorganisms.

4.14 espalier: The combination of pruning, supporting, and training branches to orient a plant in one plane (6.5).

4.15 establishment: The point after planting when a tree's root system has grown sufficiently into the surrounding soil to support growth and anchor the tree.

4.16 facility: A structure or equipment used to deliver or provide protection for the delivery of an essential service, such as electricity or communications.

4.17 frond: A leaf structure of a palm.

4.18 heading: The reduction of a shoot, stem, or branch back to a bud or to a lateral branch not large enough to assume the terminal role.

4.19 interfering branches: Crossing, rubbing, or upright branches that have the potential to damage tree structure and/or health.

4.20 internode: The area between lateral branches or buds.

4.21 job briefing: The communication of at least the following subjects for arboricultural operations: work specifications, hazards associated with the job, work procedures involved, special precautions, electrical hazards, job assignments, and personal protective equipment.

4.22 leader: A dominant, typically upright, stem – usually the main trunk. There can be several leaders in one tree.

4.23 lion's tailing: The removal of an excessive number of inner and/or lower lateral branches from parent branches. Lion's tailing is not an acceptable pruning practice (6.1.7).

4.24 live crown ratio: Crown height relative to overall plant height.

4.25 mechanical pruning: A pruning technique where large-scale power equipment is used to cut back branches (9.3.2).

4.26 method: A procedure or process for achieving an objective.

4.27 peeling: The removal of dead frond bases without damaging living trunk tissue at the point they make contact with the trunk. (syn.: shaving)

4.28 petiole: A stalk of a leaf or frond.

4.29 pollarding: Pruning method in which tree branches are initially headed and then reduced on a regular basis without disturbing the callus knob (6.6).

4.30 pruning: The selective removal of plant parts to meet specific goals and objectives.

4.31 qualified line-clearance arborist: An individual who, through related training and on-the-job experience, is familiar with the equipment and hazards in line clearance and has demonstrated the ability to perform the special techniques involved. This individual may or may not be currently employed by a line-clearance contractor.

4.32 qualified line-clearance arborist trainee: An individual undergoing line-clearance training under the direct supervision of a qualified line-clearance arborist. In the course of such training, the trainee becomes familiar with the equipment and hazards in line clearance and demonstrates ability in the performance of the special techniques involved.

4.33 raise: Pruning to provide vertical clearance (7.3).

4.34 reduce: Pruning to decrease height and/or spread (7.4).

4.35 remote area: As used in the utility pruning section of this standard, an unpopulated area.

4.36 restoration: Pruning to redevelop structure, form, and appearance of topped or damaged trees (6.3).

4.37 rural area: As used in the utility pruning section of this standard, a sparsely populated place away from large cities, suburbs, or towns but distinct from remote areas.

4.38 shall: As used in this standard, denotes a mandatory requirement.

4.39 shoot: Stem or branch and its leaves, especially when young.

4.40 should: As used in this standard, denotes an advisory recommendation.

4.41 specifications: A document stating a detailed, measurable plan or proposal for provision of a product or service.

4.42 sprouts: New shoots originating from epicormic or adventitious buds, not to be confused with suckers. (syn.: watersprouts, epicormic shoots)

4.43 standard, ANSI A300: The performance parameters established by industry consensus as a rule for the measure of extent, quality, quantity, value or weight used to write specifications.

4.44 stem: A woody structure bearing buds, foliage, and giving rise to other stems.

4.45 structural pruning: Pruning to improve branch architecture (6.2).

- 4.46 stub:** Portion of a branch or stem remaining after an internodal cut or branch breakage.
- 4.47 subordination:** Pruning to reduce the size and ensuring growth rate of a branch or leader in relation to other branches or leaders.
- 4.48 sucker:** Shoot arising from the roots.
- 4.49 thin:** pruning to reduce density of live branches (7.5).
- 4.50 throw line:** A small, lightweight line with a weighted end used to position a climber's rope in a tree.
- 4.51 topping:** Reduction of tree size using internodal cuts without regard to tree health or structural integrity. Topping is not an acceptable pruning practice (6.1.7).
- 4.52 tracing:** The removal of loose, damaged tissue from in and around the wound.
- 4.53 trunk:** The main woody part of a tree beginning at and including the trunk flare and extending up into the crown from which scaffold branches grow.
- 4.54 trunk flare:** 1. The area at the base of the plant's trunk where it broadens to form roots. 2. The area of transition between the root system and trunk (syn.: root flare).
- 4.55 urban/residential areas:** Populated areas including public and private property that are normally associated with human activity.
- 4.56 utility:** A public or private entity that delivers a public service, such as electricity or communications.
- 4.57 utility space:** The physical area occupied by a utility's facilities and the additional space required to ensure its operation.
- 4.58 vista/view prune:** Pruning to enhance a specific view without jeopardizing the health of the tree (6.4).
- 4.59 wound:** An opening that is created when the bark of a live branch or stem is cut, penetrated, damaged, or removed.
- 4.60 woundwood:** Partially differentiated tissue responsible for closing wounds. Woundwood develops from callus associated with wounds.
- 5 Pruning practices**
- 5.1 Tree inspection**
- 5.1.1** An arborist or arborist trainee shall visually inspect each tree before beginning work.
- 5.1.2** If a condition is observed requiring attention beyond the original scope of the work, the condition should be reported to an immediate supervisor, the owner, or the person responsible for authorizing the work.
- 5.1.3** Job briefings shall be performed as outlined in ANSI Z133.1, subclause 3.1.4.
- 5.2 Tools and equipment**
- 5.2.1** Equipment, tools, and work practices that damage living tissue and bark beyond the scope of normal work practices shall be avoided.
- 5.2.2** Climbing spurs shall not be used when entering and climbing trees for the purpose of pruning.
- Exceptions:**
- when branches are more than throw-line distance apart and there is no other means of climbing the tree;
 - when the outer bark is thick enough to prevent damage to the inner bark and cambium;
 - in remote or rural utility rights-of-way.
- 5.3 Pruning cuts**
- 5.3.1** Pruning tools used in making pruning cuts shall be sharp.
- 5.3.2** A pruning cut that removes a branch at its point of origin shall be made close to the trunk or parent branch without cutting into the branch bark ridge or branch collar or leaving a stub (see Figure 5.3.2).

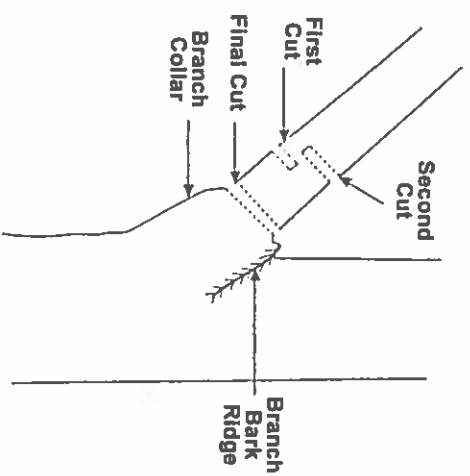


Figure 5.3.2. A cut that removes a branch at its point of origin. (See Annex A – Pruning cut guideline).

5.3.3 A pruning cut that reduces the length of a branch or parent stem shall be made at a slight downward angle relative to the remaining stem and not damage the remaining stem. Smaller cuts shall be preferred (see Fig. 5.3.3).

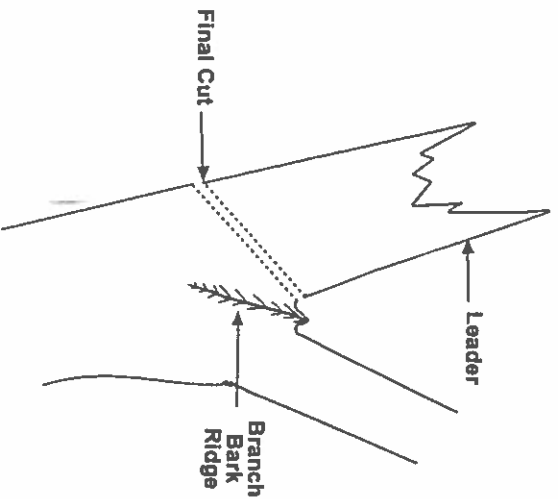


Figure 5.3.3. A cut that reduces the length of a branch or parent stem.

5.3.4 When pruning to a lateral, the remaining lateral branch should be large enough to assume the terminal role.

5.3.5 The final cut should result in a flat surface with adjacent bark firmly attached.

5.3.6 When removing a dead branch, the final cut shall be made just outside the collar of living tissue.

5.3.7 Tree branches shall be removed in such a manner so as to avoid damage to other parts of the tree or to other plants or property. Branches too large to support with one hand shall be precut to avoid splitting of the wood or tearing of the bark (see Figure 5.3.2). Where necessary, ropes or other equipment shall be used to lower large branches or portions of branches to the ground.

5.3.8 A cut that removes a branch with a narrow angle of attachment should be made from the outside of the branch to prevent damage to the parent branch (see Figure 5.3.8).

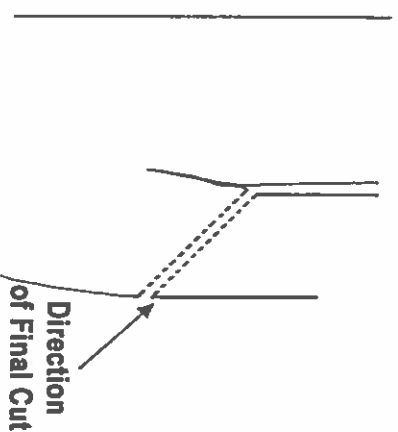


Figure 5.3.8. A cut that removes a branch with a narrow angle of attachment.

5.3.9 Severed branches shall be removed from the crown upon completion of the pruning, at times when the tree would be left unattended, or at the end of the workday.

5.4 Wound treatment

5.4.1 Wound treatments shall not be used to cover wounds or pruning cuts, except when necessary for disease, insect, mistletoe, or sprout control, or for cosmetic reasons.

5.4.2 Wound treatments that are damaging to tree tissues shall not be used.

5.4.3 When tracing wounds, only loose, damaged tissue shall be removed.

6 Pruning objectives

6.1 Pruning objectives shall be established prior to beginning any pruning operation.

6.1.1 Objectives should include, but are not limited to, one or more of the following:

- Risk reduction
- Manage health
- Clearance
- Structural improvement/correction
- View improvement/creation
- Aesthetic improvement
- Restoration

6.1.2 Established objectives should be specified in writing (See Annex B – *Specification writing guideline*).

6.1.3 To obtain the defined objective, the growth cycles, structure, species, and the extent of pruning to be performed shall be considered.

6.1.4 Not more than 25 percent of the foliage should be removed within an annual growing season. The percentage and distribution of foliage to be removed shall be adjusted according to the plant's species, age, health, and site.

6.1.5 When frequent excessive pruning is necessary for a tree to avoid conflicts with elements such as infrastructure, view, traffic, or utilities, removal or relocation of the tree shall be considered.

6.1.6 Pruning cuts should be made in accordance with section 5.3 *Pruning cuts*.

6.1.7 Topping and lion's tailing shall be considered unacceptable pruning practices for trees.

6.2 **Structural:** Structural pruning shall consist of selective pruning to improve tree and branch architecture primarily on young- and medium-aged trees.

6.2.1 Size and location of leaders or branches to be subordinated or removed should be specified.

6.2.2 Dominant leader(s) should be selected for development as appropriate.

6.2.3 Strong, properly spaced scaffold branch structure should be selected and maintained by reducing or removing others.

6.2.4 Temporary branches should be retained or reduced as appropriate.

6.2.5 Interfering, overextended, defective, weak, and poorly attached branches should be removed or reduced.

6.2.6 At planting, pruning should be limited to cleaning (7.2).

6.3 **Restoration:** Restoration shall consist of selective pruning to redevelop structure, form, and appearance of severely pruned, vandalized, or damaged trees.

6.3.1 Location in tree, size range of parts, and percentage of sprouts to be removed should be specified.

6.4 **Vista/view:** Vista/view pruning shall consist of the use of one or more pruning methods (types) to enhance a specific line of sight.

6.4.1 Pruning methods (types) shall be specified.

6.4.2 Size range of parts, location in tree, and percentage of foliage to be removed should be specified.

6.5 Espalier

6.5.1 Branches that extend outside the desired plane of growth shall be pruned or tied back.

6.5.2 Ties should be replaced as needed to prevent girdling the branches at the attachment site.

6.6 Pollarding

6.6.1 Consideration shall be given to the ability of the individual tree to respond to pollarding.

6.6.2 Management plans shall be made prior to the start of the pollarding process for routine removal of sprouts.

6.6.3 Heading cuts shall be made at specific locations to start the pollarding process. After the initial cuts are made, no additional heading cuts shall be made.

6.6.4 Sprouts growing from the cut ends of branches (knuckles) should be removed annually during the dormant season.

7 Pruning methods (types)

7.1 One or more of the following methods (types) shall be specified to achieve the objective.

7.2 Clean: Cleaning shall consist of pruning to remove one or more of the following non-beneficial parts: dead, diseased, and/or broken branches.

7.2.1 Location of parts to be removed shall be specified.

7.2.2 Size range of parts to be removed shall be specified.

7.3 Raise: Raising shall consist of pruning to provide vertical clearance.

7.3.1 Clearance distance shall be specified.

7.3.2 Location and size range of parts to be removed should be specified.

7.3.3 Live crown ratio should not be reduced to less than 50 percent.

7.4 Reduce: Reducing shall consist of pruning to decrease height and/or spread.

7.4.1 Consideration shall be given to the ability of a species to tolerate this type of pruning.

7.4.2 Location of parts to be removed or clearance requirements shall be specified.

7.4.3 Size of parts should be specified.

7.5 Thin: Thinning shall consist of selective pruning to reduce density of live branches.

7.5.1 Thinning should result in an even distribution of branches on individual branches and throughout the crown.

7.5.2 Not more than 25 percent of the crown should be removed within an annual growing season.

7.5.3 Location of parts to be removed shall be specified.

7.5.4 Percentage of foliage and size range of parts to be removed shall be specified.

8 Palm pruning

8.1 Palm pruning should be performed when fronds, fruit, or loose petioles may create a dangerous condition.

8.2 Live healthy fronds should not be removed.

8.3 Live, healthy fronds above horizontal shall not be removed. Exception: Palms encroaching on electric supply lines (see Fig. 8.3a and 8.3b).

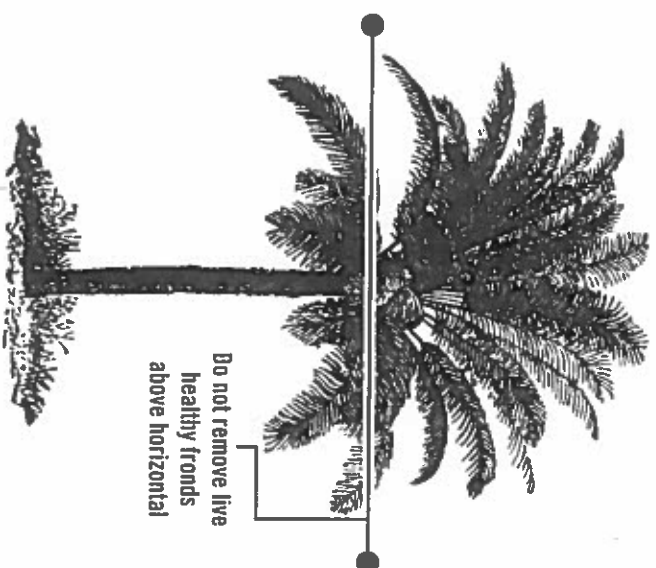


Figure 8.3a Frond removal location.

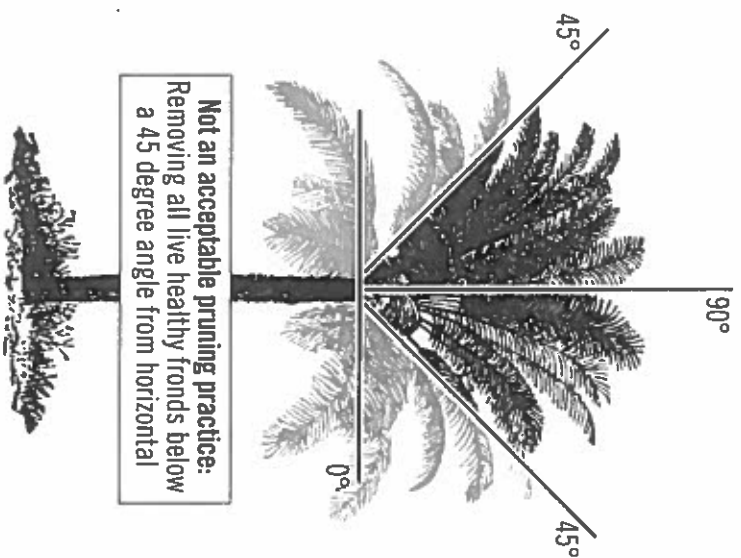


Figure 8.3b An overpruned palm (not an acceptable pruning practice).

8.4 Fronds removed should be severed close to the petiole base without damaging living trunk tissue.

8.5 Palm peeling (shaving) should consist of the removal of only the dead frond bases at the point they make contact with the trunk without damaging living trunk tissue.

9 Utility pruning

9.1 Purpose

The purpose of utility pruning is to prevent the loss of service, comply with mandated clearance laws, prevent damage to equipment, maintain access, and uphold the intended usage of the facility/utility space while adhering to accepted tree care performance standards.

9.2 General

9.2.1 Only a qualified line-clearance arborist or line-clearance arborist trainee shall be assigned to

line clearance work in accordance with ANSI Z133.1, 29 CFR 1910.331 – 335, 29 CFR 1910.268 or 29 CFR 1910.269.

9.2.2 Utility pruning operations are exempt from requirements in subclause 5.1, *Tree Inspection*, for conditions outside the utility pruning scope of work.

9.2.3 Job briefings shall be performed as outlined in ANSI Z133.1, subclause 3.1.4.

9.3 Utility crown reduction pruning

9.3.1 Urban/residential areas

9.3.1.1 Pruning cuts should be made in accordance with subclause 5.3, *Pruning cuts*. The following requirements and recommendations of 9.3.1.1 are repeated from subclause 5.3 *Pruning cuts*.

9.3.1.1.1 A pruning cut that removes a branch at its point of origin shall be made close to the trunk or parent branch, without cutting into the branch bark ridge or collar, or leaving a stub (see Figure 5.3.2).

9.3.1.1.2 A pruning cut that reduces the length of a branch or parent stem shall be made at a slight downward angle relative to the remaining stem and not damage the remaining stem. Smaller cuts shall be preferred (see Fig. 5.3.3).

9.3.1.1.3 The final cut shall result in a flat surface with adjacent bark firmly attached.

9.3.1.1.4 When removing a dead branch, the final cut shall be made just outside the collar of living tissue.

9.3.1.1.5 Tree branches shall be removed in such a manner so as not to cause damage to other parts of the tree or to other plants or property. Branches too large to support with one hand shall be precut to avoid splitting of the wood or tearing of the bark (see Figure 5.3.2). Where necessary, ropes or other equipment shall be used to lower large branches or portions of branches to the ground.

9.3.1.1.6 A cut that removes a branch with a narrow angle of attachment should be made from the outside of the branch to prevent damage to the parent branch (see Figure 5.3.8).

9.3.1.2 A minimum number of pruning cuts should be made to accomplish the purpose of facility/utility pruning. The structure and growth habit of the tree should be considered.

9.3.1.3 Trees directly under and growing into facility/utility spaces should be removed or pruned. Such pruning should be done by removing entire branches or leaders or by removing branches that have laterals growing into (or once pruned, will grow into) the facility/utility space.

9.3.1.4 Trees growing next to, and into or toward, facility/utility spaces should be pruned by reducing branches to laterals (5.3.3) to direct growth away from the utility space or by removing entire branches. Branches that, when cut, will produce sprouts that would grow into facilities and/or utility space should be removed.

9.3.1.5 Branches should be cut to laterals or the parent branch and not at a pre-established clearing limit. If clearance limits are established, pruning cuts should be made at laterals or parent branches outside the specified clearance zone.

9.3.2 Rural/remote locations – mechanical pruning

Cuts should be made close to the main stem, outside of the branch bark ridge and branch collar. Precautions should be taken to avoid stripping or tearing of bark or excessive wounding.

9.4 Emergency service restoration

During a utility-declared emergency, service must be restored as quickly as possible in accordance with ANSI Z133.1, 29 CFR 1910.331 – 335, 29 CFR 1910.268, or 29 CFR 1910.269. At such times, it may be necessary, because of safety and the urgency of service restoration, to deviate from the use of proper pruning techniques as defined in this standard. Following the emergency, corrective pruning should be done as necessary.

POWERLINES AND PERIMETER LANDSCAPING REQUIREMENTS - CODE REVISIONS

Sec. 656.1215. - Perimeter landscaping.

- (a) Perimeter landscaping adjacent to streets: For those uses described in Sections 656.604(e)(1) and 656.604(F)(1), all perimeter landscaping shall also satisfy the requirements set forth in the Parking Lot Landscaping Matrix, Figure B, set forth in Section 656.607(j). In the event the landscaping required under this section exceeds the requirements set forth in the Parking Lot Landscaping Matrix, Figure B of Section 656.607(j), the requirements of this section shall be relaxed to the extent necessary to comply with the Parking Lot Landscaping Matrix. All VUA's which are not entirely screened by an intervening building from any abutting dedicated public street or approved private street, to the extent such areas are not so screened, shall contain the following:
- (1) Except for those uses described in Sections 656.604(e)(1) and 656.604(F)(1), a landscaped area of not less than ten square feet for each linear foot of VUA street frontage, 50 percent of which shall be at least a five-foot wide strip abutting the street right-of-way except for driveways. For those uses described in Sections 656.604(e)(1) and 656.604(F)(1), the landscape area is determined by the total number of parking spaces provided and the parking rate. All perimeter landscaping shall conform to Section 656.607(j), Parking Lot Landscaping Matrix, Figure B. Landscaped area calculations shall be met exclusive of any driveway width. The remaining required landscape area shall be located within 30 feet of the street right-of-way;
- (2) A durable opaque landscape screen along at least 75 percent of the street frontage excluding driveways. Shrubs, walls, fences, earth mounds and preserved existing understory vegetation, or combination thereof, may be used so long as the screen is no less than three feet high measured from the property line grade two years after installation. Shrubs and preserved existing understory vegetation shall be evergreen, a minimum of 18 inches in height and spaced so that 85 percent opacity is achieved within two years. Shrubs located within three feet of a directional sign as defined in Section 656.1302(e) are not required to meet the minimum height requirements of this subsection. Walls or fences shall be no more than four feet in height and of wood or masonry at least 85 percent opaque. Earth mounds shall not exceed a slope of three to one. No less than 25 percent of street side frontage of walls or fences shall be landscaped with shrubs or vines;

(3) No less than one tree, located within 25 feet of the street right-of-way, for each 50 linear feet, or fraction thereof, of VUA street frontage. The trees may be clustered, but shall be no more than 75 feet apart. At least 50 percent of the trees shall be shade trees. ~~If an overhead power line abuts the street frontage, then the required trees reaching a mature height greater than 25 feet shall be located at least 20 feet away from the power line. However, if an overhead electrical transmission and/or distribution line runs along the street frontage, then the following recommendations shall apply:~~

~~(i) Tree plantings within, or that intrude into, an established utility easement, must be compatible with the vegetative management of, and intended use of, the site, and discourage incompatible vegetation that may pose concerns, including safety, security, access, fire hazard, utility service reliability, emergency restoration, visibility, line-of-sight requirements, regulatory compliance, and environmental, or other specific concerns.~~

~~(ii) Trees reaching a maximum mature height of 14 feet (Small Trees) may be planted adjacent to neighborhood electrical lines.~~

~~(iii) Trees reaching a mature height greater than 14 feet that are in, or that intrude into, an established electrical utility right-of-way, will be subject to established electrical line clearance maintenance standards specified by Florida State Statute 163.3209 Electrical transmission and distribution line right-of-way maintenance. In order to minimize clearance maintenance, the following set backs are suggested:~~

~~(1) Trees reaching a mature height of between 14 feet and 30 feet (Medium Trees) are recommended to be set back a minimum of 30 feet from the electrical line.~~

~~(2) Trees reaching a mature height of greater than 30 feet (Large Trees) should be set back a minimum of 50 feet from the electrical line.~~

(4) The remainder of the landscape area shall be landscaped with trees, shrubs, groundcovers, grass, or mulch, except that mulch shall not exceed 25 percent of the total landscape area;

(5) Landscape areas required by this Section shall not be used to satisfy the interior landscape requirements. However, the gross area of the perimeter landscaping which exceeds the minimum requirements may be used to satisfy the interior landscape requirements;

(6) If a railroad or utility right-of-way separates the VUA from the public street or approved private street, the perimeter landscaping requirements of this Section shall still apply; however, the requirements of subsection (3), above, shall also apply.

1 Introduced by Council Member Crescimbeni:
2
3
4

5 **ORDINANCE 2018-**

6 AN ORDINANCE APPROPRIATING \$300,000.00 FROM
7 THE TREE PROTECTION AND RELATED EXPENSES TRUST
8 FUND, SUBFUND 15F, FOR A COUNTY-WIDE PROGRAM
9 TO PROVIDE TREE PLANTING IN THE PUBLIC RIGHTS-
10 OF-WAY WHERE TREES HAVE BEEN REMOVED BY THE
11 CITY DUE TO TREE CONDITION; APPROPRIATING
12 \$200,000.00 FROM THE TREE PROTECTION AND
13 RELATED EXPENSES TRUST FUND, SUBFUND 15F, FOR
14 A COUNTY-WIDE PROGRAM TO PROVIDE TREE PLANTING
15 IN THE PUBLIC RIGHTS-OF-WAY IN LOCATIONS WHERE
16 ADJACENT RESIDENTIAL PROPERTY OWNERS HAVE MADE
17 REQUESTS THROUGH 630-CITY; APPROVING, AND
18 REQUESTING THE MAYOR, OR HIS DESIGNEE, TO
19 DIRECT THE DEPARTMENT OF PUBLIC WORKS TO
20 ADMINISTER THE TWO PROGRAMS IN ACCORDANCE WITH
21 THE CRITERIA HEREIN PROVIDED; PROVIDING A
22 CARRYOVER OF FUNDS INTO SUBSEQUENT FISCAL
23 YEARS; PROVIDING AN EFFECTIVE DATE.

24 **BE IT ORDAINED** by the Council of the City of Jacksonville:

25 **Section 1.** **Appropriation for Tree Replacement Program.**

26 For the 2017-2018 fiscal year, within the City's budget, there
27 are hereby appropriated the indicated sum(s) from the account(s)
28 listed in subsection (a) to the account(s) listed in subsection
29 (b):

30 (The account information is attached hereto as Exhibit 1, and

1 incorporated herein by this reference)

2 (a) Appropriated from:

3 See attached **Exhibit 1** \$300,000.00

4 (b) Appropriated to:

5 See attached **Exhibit 1** \$300,000.00

6 (c) **Explanation of the appropriation** - The funding above is
7 to provide \$300,000.00 from the Tree Protection and
8 Related Expenses Trust Fund, Subfund 15F, for a county-
9 wide right-of-way tree replacement program, to be
10 administered by the Department of Public Works.

11 **Section 2. Purpose.** The purpose of the appropriation in

12 Section 1 is to provide \$300,000.00 for a tree replacement program
13 (the "Tree Replacement Program"), to plant trees within public
14 rights-of-way in Duval County. The Program funds will be expended
15 in this way: (1) When a tree within the public right-of-way is
16 damaged, dead, in impending decline, or becomes a hazard to the
17 public health, safety and welfare, the Department of Public Works
18 may use Subfund 15F to remove said tree, and replace the tree
19 within the right-of-way in close proximity to the tree that was
20 removed; (2) The replacement tree must be approved in accordance
21 with the "Approved Trees for City Right-of-Way Landscaping and
22 Parks", attached hereto as **Exhibit 3**; and (3) The location and
23 species must be approved by a City Arborist.

24 **Section 3. Appropriation for 630-CITY Tree Planting**
25 **Program.** For the 2017-2018 fiscal year, within the City's budget,
26 there are hereby appropriated the indicated sum(s) from the
27 account(s) listed in subsection (a) to the account(s) listed in
28 subsection (b):

29 (The account information is attached hereto as **Exhibit 2**, and
30 incorporated herein by this reference)

31 (a) Appropriated from:

1 See attached Exhibit 2 \$200,000.00

2 (b) Appropriated to:

3 See attached Exhibit 2 \$200,000.00

4 (c) Explanation of the appropriation - The funding above is
5 to provide \$200,000.00 from the Tree Protection and
6 Related Expenses Trust Fund, Subfund 15F, for a county-
7 wide right-of-way tree planting program in locations
8 where adjacent residential property owners have requested
9 trees to be planted through 630-CITY, to be administered
10 by the Department of Public Works.

11 Section 4. Purpose. The purpose of the appropriation in
12 Section 1 is to provide \$200,000.00 for a residential tree planting
13 program (the "630-CITY Tree Planting Program"), to plant trees
14 within public rights-of-way in Duval County in locations where
15 adjacent residential property owners have requested trees, through
16 630-CITY (the CARE System). The Program funds will be expended in
17 this way: (1) when a residential property owner enlists the help
18 of the City through "630-CITY" asking for a new tree to be
19 installed in the right-of-way adjacent to their property, the
20 Department of Public Works may use Subfund 15F to install a tree
21 approved in accordance with the "Approved Trees for City Right-of-
22 Way Landscaping and Parks" attached hereto as Exhibit 3; (2) The
23 location and species must be approved by a City Arborist; and (3)
24 the request may not exceed 2 trees within a one (1) year period per
25 property owner request, unless otherwise approved by the Tree
26 Commission.
27 Section 5. Oversight Department. The Public Works
28 Department shall oversee the Programs described herein. The trees
29 that are removed and those that are planted shall be recorded
30 electronically on Plan-it GEO, or its equivalent, and shall note
31 the species and size of each, as well as the date of planting or

1 removal, and the Ordinance number, if applicable, appropriating the
2 funding.

3 **Section 6. Carryover.** The funds appropriated in this
4 ordinance shall not lapse but shall carryover to subsequent fiscal
5 years.

6 **Section 7. Effective Date.** This ordinance shall become
7 effective upon signature by the Mayor or upon becoming effective
8 without the Mayor's signature.

9
10 Form Approved:

11
12
13 Office of General Counsel
14 Legislation Prepared By: Susan C. Grandin
15

16 GC-#1229858-v4-Tree_Comm_countywide_planting_program.doc

INDEX CODE	Index Code Titles	BUDGET	Actual	Encumbrance	Unencumbered Budget Balance	Reserves	Unencumbered Balance net of Reserves
Subfund 15F Revenue							
PWOD15FTP	TREE PROTECTION & RELATED EXPENSES	29,443,841	41,067,265		11,623,424		11,623,424
JXSF15FPW	TREE PROTECTION & RELATED EXPENDITURES	7,535,414	8,666,570		1,131,157		1,131,157
JXSF15F	TREE PROTECTION & RELATED EXPENDITURES	-	8,580		8,580		8,580
TRIN15FFR31R	TRF TO 15F TREE PROTECTION FR 31F	392	392		-		-
	CONVERSION AND NONCASH REVENUE ENTRIES		338,836		338,836		338,836
Total Subfund 15F Revenue		36,979,647	50,081,644	-	13,101,997		13,101,997

*** Subfund 15F Expenditures**

PWOD15FFSAS	FORREST STREET ASH SITE TREE/PLANTING	587,850	581,856	5,995	-	-	-
PWOD15FNMS	NORTH MAIN STREET LANDSCAPING	62,057	40,000	22,057	-	-	-
PWOD15FBDAS	BROWN'S DUMP ASH SITE TREE/PLANTING	364,730	342,361	22,370	-	-	-
PWOD15FFCAS	5TH & CLEVELAND ASH SITE TREE/PLANTING	494,215	376,792	117,423	-	-	-
PWOD15FDCS	DUVAL COUNTY SCHOOL BOARD PROPERTY	125,000	32,757	-	92,244	-	92,244
PWOD15FDTP	DOWNTOWN TREE PLANTING	38,822	26,314	12,508	-	-	-
PWOD15FZLAE	ZOO LANDSCAPING-ASIAN EXHIBIT	1,824,408	689,345	1,135,063	-	-	-
PWOD15FIBCL	INTERSEC,BRIDGE,MISC 09/10 LANDSCAPING	100,000	78,279	2,435	19,286	-	19,286
PWOD15FROW	COUNTY-WIDE TREE PROG-RIGHT OF WAY	4,679,980	4,613,147	36,078	30,756	-	30,756
PWML15F	TREE MAINTENANCE	1,761,795	1,761,389	(0)	405	-	405
PWOD15FATPP	AVONDALE TREE PLANTING PLAN	31,233	-	31,233	-	-	-
PWOD15FKSCP	KING ST. PLANTING COLLEGE TO PARK	85,366	-	85,366	-	-	-
PWOD15FHAMM	HAMMOND BLVD PROJECT	175,761	-	-	175,761	-	175,761
PWOD15FVPP	COUNTY-WIDE TREE PROG-PRESERVATION PARKS	1,000,000	485,146	-	514,854	-	514,854
PWOD15FVAP	COUNTY-WIDE TREE PROG-ACTIVE PARKS	1,151,965	619,420	-	532,545	-	532,545
PWOD15FOSABP	OLD ST.AUG AT BARTRAM PARK	18,364	-	18,364	-	-	-
PWOD15FLAVC	LENEX AVE.PLANTING VERNA TO CASSAT	26,436	-	26,436	-	-	-
PWOD15FHR	HARTS ROAD TREE PLANTING	23,718	-	23,718	-	-	-
PWOD15FTP	TREE PROTECTION & RELATED EXPENSES	3,548,513	2,097,444	-	1,451,069	1,449,105	1,964
JXSF15FPW	TREE PROTECTION & RELATED EXPENDITURES	2,000,635	-	-	2,000,635	2,000,635	-
JXSF15F	TREE PROTECTION & RELATED EXPENDITURES	2,365,741	-	-	2,365,741	2,365,741	-
Subfund 15F Expenditures		20,466,588	11,744,248	1,539,045	7,183,296	5,815,481	1,367,815

* Includes accounts with encumbrances and budget balances

Unencumbered Budget Balance

Revenues

Expenditures

Unencumbered Balance net of Reserves

13,101,997

7,183,296

(1,367,815)

Subfund 15F Available to Appropriate (Budget less Actual less Encumbrance less Unencumbered Budget balance)

18,917,478

INDEX CODE	Index Code Titles	BUDGET	Actual	Encumbrance	Unencumbered Budget Balance	Reserves	Unencumbered Balance net of Reserves
	Subfund 15N Revenue						
PWOD15NTM	TREE MITIGATION & RELATED EXPENSES	180,853	4,380,949	-	4,200,096		
	Total Subfund 15N Revenue	180,853	4,380,949	-	4,200,096	-	-
*	Total Subfund 15N Revenue	219,562	4,464,024	-	4,244,463		4,244,463
	*Subfund 15N Expenditures						
PWOD15NBDTP	BAKERSFIELD DRIVE-TREE PLANTING	8,306	8,306	-	-	-	-
PWOD15NHR	HARTS ROAD TREE PLANTING	7,548	-	7,548	-	-	-
JXSF15N	TREE MITIGATION & RELATED EXPENSE	1	-	-	1	1	-
	Subfund 15N Expenditures	15,855	8,306	7,548	1	1	-
	* Includes accounts with encumbrances and budget balances						
	Subfund 15N Available to Appropriate (Budget less Actual less Encumbrance less Unencumbered Budget balance)						4,200,097
	Better Jacksonville Plan						
PWCP351MIT	TREE MITIGATION PROJECT	1,717,826	-	-	1,717,826	-	1,717,826
	Better Jacksonville Plan (for Tree Mitigation) Available to Appropriate (Budget less Actual less Encumbrance less Unencumbered Budget balance)						1,717,826
	Total 15F and 15N Funds						23,117,575
	Better Jacksonville Plan - TREE MITIGATION PROJECT						1,717,826
	Grand Total 9/11/18						24,835,401
	Grand Total 8/21/18						24,849,246
	Difference						(13,845)

9/11/2018

FISCAL_YR	DOC_NO	C_SUF	UND_	VENDOR_NO	VENDOR_SU	VENDOR_NAME	Amount	INDEX_CODE	Index Code Title
2018	CTPW07000014	01	15F	591319010	01	JACKSONVILLE ZOOLOGICAL SOCIETY	1135063.14	PWOD15FZLAE	ZOO LANDSCAPING-ASIAN EXHIBIT
2018	PO3019740001	04	15F	340176110	07	THE DAVEY TREE EXPERT COMPANY	36077.5	PWOD15FROW	COUNTY-WIDE TREE PROG-RIGHT OF WAY
2018	PO3019740003	02	15F	340176110	07	THE DAVEY TREE EXPERT COMPANY	5994.5	PWOD15FFSAS	FORREST STREET ASH SITE TREE/PLANTING
2018	PO3019740004	02	15F	340176110	07	THE DAVEY TREE EXPERT COMPANY	22369.5	PWOD15FBDAS	BROWN'S DUMP ASH SITE TREE/PLANTING
2018	PO3019740005	02	15F	340176110	07	THE DAVEY TREE EXPERT COMPANY	117423	PWOD15FFCAS	5TH & CLEVELAND ASH SITE TREE/PLANTING
2018	PO7A02942006	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	22057	PWOD15FNMS	NORTH MAIN STREET LANDSCAPING
2018	PO7A02942008	02	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	519.5	PWOD15FIBCL	INTERSEC,BRIDGE,MISC 09/10 LANDSCAPING
2018	PO7A02942010	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	538.2	PWOD15FIBCL	INTERSEC,BRIDGE,MISC 09/10 LANDSCAPING
2018	PO7A02942012	03	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	511.32	PWOD15FIBCL	INTERSEC,BRIDGE,MISC 09/10 LANDSCAPING
2018	PO7A02942015	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	865.96	PWOD15FIBCL	INTERSEC,BRIDGE,MISC 09/10 LANDSCAPING
2018	PO7A02942017	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	12508.02	PWOD15FDTP	DOWNTOWN TREE PLANTING
2018	PO7A02942018	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	18364.21	PWOD15FOSABP	OLD ST.AUG AT BARTRAM PARK
2018	PO7A02942019	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	85366.23	PWOD15FKSCP	KING ST. PLANTING COLLEGE TO PARK
2018	PO7A02942021	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	31232.6	PWOD15FATPP	AVONDALE TREE PLANTING PLAN
2018	PO7A02942023	01	15F	340176110	06	THE DAVEY TREE EXPERT COMPANY	26435.84	PWOD15FLAVC	LENOX AVE.PLANTING VERNA TO CASSAT
2018	PO7A02942025	01	15N	340176110	11	THE DAVEY TREE EXPERT COMPANY	7547.54	PWOD15NHR	HARTS ROAD TREE PLANTING
2018	PO7A02942025	02	15F	340176110	11	THE DAVEY TREE EXPERT COMPANY	23718.27	PWOD15FHR	HARTS ROAD TREE PLANTING

1,546,592.33

9/11/18

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TREE REMOVAL PERMIT INFORMATION

Click here to search detailed information on Site Clearing and Tree Removal Permits. In reviewing tree removal information on a specific permit, for "B" permits click on the Spec 2 tab; for "L" permits click on the Tree Mitigation tab.

TREE FUND CITY PLANTING PROJECTS

Click here to search detailed information about City Tree Fund Planting Projects.

AVAILABLE FOR APPROPRIATION

15F (Ordinance):	\$18,917,477.70
15N (Charter):	\$4,200,096.96
Better Jacksonville Plan - Tree Mitigation Project:	\$1,717,826.00
Total:	\$24,835,400.66

FILE AN ISSUE

Click here to report site clearing or tree removal without a permit, or to request tree maintenance on public property. In the CARE System, select "Tree Remove or Landscape Violation" from the dropdown.

Disclaimer: The AVAILABLE FOR APPROPRIATION information shown on this page is updated nightly from the City's financial records, but does not include any pending appropriations, or other financial transactions of the funds which have not been completed.



If you experience difficulty viewing or accessing the documents provided on this site, or navigating this application's table features, using any assistive technology please contact the Disabled Services Division at 904-630-4940 or 904-630-4933 (TTY) to request an accommodation.

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Version: 1.0.0.6

09/11/18

<u>FY 2018 Revenues by month</u>		<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>TOTAL YTD</u>
34375	TREE MITIGATION FUNDS - ARTICLE 25	29,814	92,473	122,106	20,783	17,931	44,254	67,398	63,240	28,520	15,035	78,707	6,510	586,771
361101	INVESTMENT POOL EARNINGS	-	28,746	8,309	28,967	29,022	16,588	29,738	33,435	19,610	40,772	40,877	-	276,065
36602	CONTRIBUTIONS FROM PRIVATE SOURCES	265,708	277,561	107,546	34,255	461,900	115,320	221,340	184,915	198,555	31,240	52,700	(64,945)	1,886,095
	(15F) TREE PROTECTION & RELATED EXPENDITURES	295,522	398,780	237,960	84,005	508,853	176,162	318,476	281,590	246,685	87,047	172,284	(58,435)	2,748,931
34375	TREE MITIGATION FUNDS - ARTICLE 25	112,400	31,245	428,600	40,190	26,115	29,635	158,550	42,000	125,245	15,620	103,331	4,950	1,112,931
361101	INVESTMENT POOL EARNINGS	-	4,498	1,311	4,979	5,137	2,928	5,203	5,982	3,539	7,409	7,695	-	48,680
	(15N) TREE MITIGATION & RELATED EXPENSE	112,400	35,743	429,911	45,169	31,252	32,563	163,753	47,982	128,784	23,029	111,026	4,950	1,161,611
		407,922	434,523	667,871	129,175	540,106	208,725	482,229	329,572	375,468	110,076	283,310	(53,485)	3,910,542